



Scoring Guide for the Homicide Survey

Canadian Centre for Justice Statistics



 Statistics Canada Statistique Canada

Canada

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(1) INFORMATION FOR RESPONDENTS

(i) Authority

The Homicide Survey collects information under the authority of the Statistics Act, Revised Statutes of Canada, 1992, Chapter S-19. Section 22 of the Act outlines the mandatory obligation of police services to provide this information. The Homicide Survey is NOT a voluntary survey – police officers are required by law to provide information to Statistics Canada on all homicides that occur in Canada.

The Statistics Act also stipulates very strict disclosure rules. The release of information is bound by policies that prohibit the identification of a particular individual. Therefore, if a homicide investigation is on-going, providing information to CCJS will not jeopardize the investigation.

(ii) Confidentiality

Statistics Canada is prohibited by law from releasing any data which would divulge information obtained under the Statistics Act that relates to any identifiable person, business or organization without the prior knowledge or the consent in writing of that person, business or organization. Various confidentiality rules are applied to all data that are released or published to prevent the publication or disclosure of any information deemed confidential. Personal identifiers (e.g., name, date of birth, FPS number) or other information that can be used to identify an individual homicide incident are not released. If necessary, data are suppressed to prevent direct or residual disclosure of identifiable data.

(2) OBJECTIVES OF THE HOMICIDE SURVEY

The mandate of the Canadian Centre for Justice Statistics is to provide information to the justice community and to the public on the nature and extent of crime and the administration of civil and criminal justice in Canada. The Homicide Survey supports this mandate by collecting, analyzing and disseminating police-reported data on the characteristics of homicide incidents, victims and accused persons in Canada (homicides committed by or against Canadians in other countries are not included).

The Homicide Survey was established by Statistics Canada in 1961 when it began collecting information on all murders in Canada. Cases of manslaughter and infanticide were added to the survey in 1974. The Survey remained virtually unchanged until 1991 when, in an effort to respond to changing information needs, it was revised and expanded. Additional changes were incorporated in 1997 and again in 2005. As such, there are some variables for which historical data are unavailable.

(3) CONTENT

There are three main components to the Homicide Survey: (i) the Incident Questionnaire, (ii) the Victim Questionnaire, and (iii) the Charged/Suspect-Chargeable Questionnaire (see Appendix A, B, C).

(i) Incident Questionnaire

Details pertaining to the circumstances surrounding the homicide incident are collected. These questions include the date and geographic location of the homicide as well as information relating to the violation. Other variables include any related offence associated with the homicide, drug involvement, gang activity and motive for the homicide.

(ii) Victim Questionnaire

The Victim Questionnaire gathers information on the characteristics of the person who is the victim of the homicide. Demographic characteristics (e.g. gender, date of birth, marital status, employment status) of the homicide victim as well as additional information relating to the cause of death, weapon used, firearm details (if applicable) and relationship between the accused and the victim are collected.

(iii) Charged/Suspect-Chargeable Questionnaire

The Charged/Suspect-Chargeable Questionnaire (herein referred to as the Accused Questionnaire) gathers information on the characteristics of the person accused of the homicide. Once a person(s) has been charged or against whom enough evidence exists to lay a charge, police gather basic demographic information (e.g. gender, date of birth, marital status, employment status) as well as information relating to the mental health status of the accused, alcohol and/or drug use, previous criminal convictions and any history of family violence between the accused and the victim. Accused questionnaires are completed for all solved homicides even if the accused person dies or commits suicide. Until a homicide is solved, an Accused Questionnaire cannot be completed.

In addition to the three main components of the Homicide Survey, there are two other supplementary questionnaires: the Police Officers Killed Questionnaire and the Correctional Workers Killed Questionnaire. These questionnaires are specifically designed to collect more detailed information on the circumstances surrounding homicides that are related to these occupations. In most cases, this will mean that the police officer or correctional worker was working at the time of the incident; however, there will be some incidents where the homicide was occupation-related but the victim was not actually working at the time of the killing. For example, a Police Officers Killed Questionnaire should be completed for an off-duty police officer who is killed out of revenge. Conversely, there will be other rare incidents where a police officer or correctional worker is killed while working but the homicide is not occupation-related and the completion of the supplementary questionnaire is not required. For example, if a

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police officer is killed while working by her husband because of a marital dispute, a Police Officers Killed Questionnaire would not be applicable.

(4) COLLECTION

When a homicide becomes known to police, the investigating officer completes a Homicide Survey (in the official language of their choice) consisting of one Incident Questionnaire and one Victim Questionnaire (for each victim associated with the incident) and submits this information to CCJS. Once an accused person has been charged or against whom charges have been recommended to the Crown by police, an Accused Questionnaire (for each accused person associated with the incident) is completed and submitted to CCJS. If applicable, a Police Officers Killed Questionnaire or a Correctional Officers Killed Questionnaire is also completed and submitted to CCJS. Should new information in relation to a previously submitted homicide come to the attention of police, this new information should be conveyed to CCJS, even if it is months or years later. This enables CCJS to compile the most accurate and up-to-date database as possible and prevents misinformation from being publicly released.

(5) PROCESSING

The paper questionnaires that are submitted by police to the Canadian Centre for Justice Statistics are first manually reviewed for consistency and completeness. Where erroneous or ‘missing’ or ‘unknown’ information is encountered, the investigating police officer (or the designated intermediary representative) of the homicide is contacted for verification.

Following this initial verification process, the data are captured via the data capture and edit application. This is a customized, user-friendly, graphical interface system that allows the user to create, edit, save and delete incident, victim and accused entries. Each incident is connected to one or more victims and one or more accused persons and stored in a relational database. A unique identifier is generated for each incident and linked to every victim and accused associated with that particular incident.

In order to reduce the number of potential errors up-front, many fields have a corresponding drop-down menu to assist the user in selecting the proper entry. Additionally, there are two computerized techniques used to validate the accuracy of the data. First, built-in edits have been programmed into the system to identify manual entry errors within certain fields. If an invalid entry is made, the system automatically creates a flag on the field until the data are properly re-indexed. For example, a flag would appear on the field “weapon used to kill victim” if it were coded as “knife” for a firearm-related homicide.

Second, on fields requiring validation against other data tables (inter-file validation), the system generates a report message displaying any inconsistencies. For example, an inconsistency would result if the variable “history of family violence” was captured as “not a family homicide” on the accused screen and “relationship” was scored as “husband” on the victim screen. The user is then able to return to the screen where the error occurred and correct the mistake.

Another method of data verification is to compare the information received by the Homicide Survey to the data submitted on homicides to the Uniform Crime Reporting (UCR) Survey. The UCR survey collects incident-based and aggregate data on the nature and extent of crime in Canada, including homicide. Verification lists are produced from UCR on a regular basis and compared to those reported to the Homicide Survey to ensure that all homicides have been identified and data captured.

Once all the homicides have been reported to CCJS, a final set of verification lists are produced which detail every police force that has reported at least one homicide in the given year. A designated representative from each force is asked to verify that all information is accurate and “sign-off” on their jurisdictional submission. This ensures that the total annual count of homicide incidents, victims and accused persons known to CCJS equals the total number of homicide incidents, victims and accused persons known and reported by police departments during that year.

In most cases, the year that a homicide becomes known to and reported by police corresponds to the year in which the homicide occurred. However, because some homicides become known to police long after their occurrence, there are generally a few homicides included in a given year’s total that actually occurred in previous years. An example would be the discovery of skeletal remains deemed to be a homicide. In this

type of situation, the homicide would be counted in the current year's total even though it occurred years earlier. This methodology eliminates the need to continually update historical figures and permits consistency between differing data sources (i.e. UCR and the Homicide Survey). Only in a very rare situation (e.g. an administrative error) would a historical count on the incident or victim datafile be changed.

At this time, any new information about previously scored homicides is updated in the system. For example, if CCJS received information that an accused had been identified in a previously unsolved homicide, this record would be added to the accused database. Any new information on the particulars of an incident or victim is also updated. For instance, details relating to a highly public, on-going investigation may be held back and provided to CCJS after the case has been resolved by the courts.

Following the sign-off procedures and the updates, the database is "frozen" for a one-year period. Any further changes received by CCJS are reflected in the following year's release.

(6) **GLOSSARY OF TERMINOLOGY**

Accused (charged/suspect-chargeable)

An accused person is someone against whom enough information exists to lay a charge in connection with a homicide incident.

Accused-victim relationship

Accused-victim relationship refers to the closest relationship between the person accused of the homicide and the victim at the time of the incident. In cases of multiple accused, only the closest relationship between any of the accused and the victim is recorded.

Census Metropolitan Area (CMA)

Census Metropolitan Areas (CMAs) are large urban cores (population of 100,000 and over) together with adjacent urban and rural areas, which have a high degree of economic and social integration. The areas served by police services may differ in their mix of urban/suburban populations, making it difficult to compare crime rates among these services. This lack of comparability is addressed by analyzing crime rates by CMA. Usually, more than one police department is responsible for enforcing the law within the boundaries of a CMA.

Charged/suspect-chargeable

See definition of "Accused".

Family-related homicides

Family homicides are homicides committed by a spouse, parent, child, sibling or other members related by blood, marriage or adoption.

Firearm

A firearm is any barrelled weapon from which any shot, bullet or other missile can be discharged and that is capable of causing serious bodily injury or death to a person. These include fully automatic firearms, handguns (semi-automatic guns and revolvers), rifles, shotguns and sawed-off rifles/sawed-off shotguns. Other firearm-like weapons such as zip guns, flare guns, nail guns, pellet rifles/pistols, pen guns, rivet guns, pop guns, tranquillizer guns and homemade or prison-made improvised firearms are also defined as firearms.

Gang-related homicide

Gang-related homicides are homicides reported by police as the consequence of activities related to organized crime groups or street gangs.

Homicide

A homicide occurs when a person directly or indirectly, by any means, causes the death of a human being. Homicide is either culpable (murder, manslaughter or infanticide) or non-culpable (not an offence). Deaths caused by criminal negligence, suicide and accidental or justifiable homicide (e.g. self-defence) are not included.

Homicide count

The homicide count reflects the number of homicide victims that become known to police and subsequently reported to CCJS in a given year. Because some homicides become known to police long after their occurrence, there are generally a few homicides included in a given year's total that occurred in previous years.

Homicide rate

This technique standardizes data to permit comparisons between different geographic regions for different years and for different population sizes. The homicide rate is based on the number of victims per 100,000 population.

Incident

An incident is defined as the occurrence of one (or more) criminal offence(s) during one single, distinct event, regardless of the number of victims. If there are multiple victims or multiple accused persons, the offences must occur at the **same location** and at the **same time** if they are to be included within the same incident. The incident count will normally be lower than the victim count due to incidents involving multiple victims.

Infanticide

Infanticide occurs when a female wilfully causes the death of her newly-born child (under one year of age), if her mind is considered disturbed from the effects of giving birth or from the effects of lactation.

Manslaughter

Manslaughter is culpable homicide that is not murder or infanticide. It is generally considered to be a homicide committed in the heat of passion caused by sudden provocation.

Method

Method refers to the means used to commit a particular homicide. One method is counted per victim. In cases where multiple methods are used against the victim, only the primary method that caused the death is counted.

Multiple-victim homicide

A multiple-victim homicide refers to a single homicide incident that involves more than one victim.

Murder

A murder occurs when a person intentionally, by a wilful act or omission, causes the death of another human being, or means to cause bodily harm that the person knows is likely to cause death.

First degree murder occurs when:

- (a) it is planned and deliberate; or
- (b) the victim is a person employed and acting in the course of his/her work for the preservation and maintenance of the public peace (e.g. police officer, correctional worker); or
- (c) the death is caused by a person committing or attempting to commit certain serious offences (e.g. treason, kidnapping, hijacking, sexual assault, robbery and arson).

Second degree murder is all murder that is not first degree.

Murder-suicide

A murder-suicide refers to a homicide where the accused person subsequently commits suicide.

Solved homicide

A solved homicide is one that police have cleared either by laying or recommending a homicide charge or cleared by other means (e.g. suicide of the accused). This term refers only to police investigation and not to court disposition (i.e. a homicide can be "solved" even if an accused person has not been convicted).

Spousal homicide

Spousal homicides are homicides that occur between persons in legal marriages, those who are separated or divorced from such unions and those in common-law relationships (including same-sex spouses).

Victim

A victim is a person who is the victim of a homicide.

(7) ADDITIONAL INFORMATION

Additional information about the Homicide Survey can be obtained from:

Canadian Centre for Justice Statistics
Statistics Canada
Tunney's Pasture, R.H. Coats Building, 19th floor
Ottawa, Ontario
K1A 0T6

Telephone: (613) 951-9023
Toll-free: 1-800-387-2231
Fax: (613) 951-6615

(8) **GENERAL INSTRUCTIONS**

Once a homicide becomes known to police, the investigating officer must complete a Homicide Survey consisting of one Incident Questionnaire and one Victim Questionnaire (for each victim associated with the incident) and submit this information to CCJS. If an accused person has been charged or against whom charges have been recommended to the Crown by police, an Accused Questionnaire (for each accused person associated with the incident) must also be completed and submitted to CCJS. A set of surveys must be completed even if the accused person is a young offender or if the accused person dies or commits suicide (or if the incident is cleared otherwise). If applicable, a Police Officers Killed Questionnaire or a Correctional Officers Killed Questionnaire must also be completed and submitted to CCJS (contact CCJS for any required survey forms). A Homicide Survey is not necessary if a police officer justifiably kills a person in the line of duty (i.e. the killing is not an offence).

Should new information in relation to a previously submitted homicide come to the attention of police, this new information should be conveyed to CCJS, even if it is months or years later. For instance, if a previously submitted unsolved homicide becomes solved, an Accused Questionnaire should be submitted to CCJS as well as any updates required to the Incident and Victim variables (such as clearance date and relationship). This enables CCJS to compile the most accurate and up-to-date database as possible and prevents misinformation from being publicly released.

Scoring “unknown” or withholding sensitive information will usually result in a follow-up from CCJS. To limit the amount of follow-up, the Narrative or an attachment to the survey should always specify why information for one or more responses is unreported or unknown.

As a general rule, the Homicide Survey attempts to count homicides in the year in which they occur. To meet this objective, all incidents that occur or become known to police during the course of a year should be reported to CCJS to be included in the total for that year.

There are a few additional rules that should be considered when submitting information:

1. There are some homicides that only become known to police well after they occur. Should a homicide occur in one year and only become known to police the following calendar year, but before the CCJS homicide database is frozen for that reporting year (at the end of April), then it should be counted according to the year in which it occurred. Should the homicide become known to police after the frozen date, then it will be counted according to the year in which it became known to police, even though the date of incident will precede the current reporting year.
2. If a person is attacked in one year and subsequently dies in the following calendar year (before the frozen date of that reporting year – at the end of April), the homicide is counted in the year the victim was attacked (i.e., the incident date). Should death occur following the frozen date, then this homicide is scored according to when it became known to police as a homicide.
3. Only in the case of an administrative error (e.g. a homicide survey that should have been sent to CCJS by police in a certain year but, due to an oversight, was not sent)

would any previous year's incident or victim counts be revised. However, updates are routinely allowed to historical accused counts as well as incident, victim and accused characteristics that are already on the database.

The Homicide Survey is a police survey, not a court survey. As such, if the investigating police officer is convinced that a particular incident is a homicide and has recommended in writing that charges be laid against an individual(s), the homicide should be scored regardless of Crown sentiments. In other words, if the Crown declines to proceed with a case or decides to prosecute on a lesser charge than homicide (e.g. criminal negligence causing death), a Homicide Survey should still be completed and submitted to CCJS unless the police agree with the Crown's decision. Similarly, if the Crown decides to proceed on a case but with a lesser homicide charge than was recommended by police (e.g. manslaughter instead of 2nd degree murder), the Homicide Survey should be scored according to how the police view the incident.

The Homicide Survey was developed by CCJS in consultation with the police community. This Scoring Guide was developed to assist officers with the completion of the Homicide Survey. The emphasis has been placed on more "typical" homicide scenarios while avoiding rare or usual examples. Should police officers have any questions about its content, or any suggestions for improvement, officers are encouraged to contact CCJS.

**DATA ELEMENTS
FOR THE
INCIDENT QUESTIONNAIRE**

NAME OF FORCE / DETACHMENT WHERE HOMICIDE OCCURRED

THE NAME OF THE DETACHMENT OR POLICE FORCE IN WHOSE JURISDICTION THE HOMICIDE OCCURRED

This field identifies the name of the detachment or police force (not the specialized unit within a force, e.g. Major Crimes Unit) in whose jurisdiction the homicide occurred, regardless of who assumes primary investigative responsibility for the homicide. In most cases the “Name of the force / detachment” will be the same as the investigating police force.

Occasionally, the “Name of the force / detachment” will differ from the investigating police force. This situation normally occurs in cases where one police force assumes investigative responsibility for a homicide that occurred in another force’s jurisdiction. In such a case, it is the responsibility of the investigating force to complete and submit a Homicide Survey to CCJS but the “Name of Force / Detachment” should reflect the name of the force in whose jurisdiction the homicide occurred. For example, if an RCMP unit assumes responsibility for a homicide that occurred in a municipal police force’s jurisdiction, the RCMP would complete the Survey and enter the name of the municipal police force (not the name of the RCMP investigating unit) in this field. In such cases, the prime investigating force is requested to fully identify itself in the Authorisation section.

RESPONDENT CODE

THE UNIQUE STATISTICS CANADA RESPONDENT CODE OF THE DETACHMENT OR POLICE FORCE IN WHOSE JURISDICTION THE HOMICIDE OCCURRED

The Respondent Code refers to the Statistics Canada respondent code number of the police force or detachment that is indicated in the "Name of Force / Detachment" field. This field uniquely identifies the detachment or police force in whose jurisdiction the homicide occurred, regardless of who assumes primary investigative responsibility for the homicide (see "Name of Force / Detachment" field for further detail).

INCIDENT FILE NUMBER

THE UNIQUE INCIDENT FILE NUMBER USED BY THE REPORTING POLICE DEPARTMENT

The unique incident file number that is supplied by the investigating police force should be entered on the Incident Questionnaire (and should correspond to the file number on the Victim and Accused Questionnaires). If, during the course of an investigation the file number changes (e.g. prime investigative responsibility is transferred to another police force / detachment) the revised incident file number should be submitted to CCJS.

NUMBER OF HOMICIDE VICTIMS**THE TOTAL NUMBER OF HOMICIDE VICTIMS ASSOCIATED WITH THE HOMICIDE INCIDENT**

This field indicates the total number of homicide victims arising from the single incident. A separate Victim Questionnaire must be completed for each victim. The total number of victims indicated on the Incident Questionnaire must equal the total number of Victim Questionnaires filled out.

Only the victims who were killed at a single location are to be counted in a specific incident. Victims killed at other locations and/or times are considered to be separate incidents and therefore the subject of a separate set of Homicide Surveys. This holds true even if the accused is the same person.

If the accused person responsible for a homicide subsequently commits suicide, he/she is not to be included as a homicide victim, since the subject died at his/her own hands. Instead, only an Accused Questionnaire is to be completed for that person.

If the accused person is murdered subsequent to a homicide, count this homicide as a separate incident. For example, if an argument in a bar results in one person killing another, this is one incident. If the person responsible for this homicide is then killed by someone else, this becomes a second, separate incident.

NUMBER OF CHARGEABLE HOMICIDE SUSPECTS

THE TOTAL NUMBER OF ACCUSED PERSONS ASSOCIATED WITH THE HOMICIDE INCIDENT

This field indicates the total number of persons who have been charged with the homicide, or against whom homicide-related charges have been laid or recommended by police to the Crown. Also included in this field are those persons who have been legitimately cleared for other reasons (e.g. suicide or mental illness). A separate Accused Questionnaire must be submitted for each accused person. The total number of accused persons indicated on the Incident Questionnaire must equal the total number of Accused Questionnaires filled out.

Accomplices, accessories and suspects against whom police do not recommend laying a charge should not to be counted in this field. If, however, the investigating officer identifies an individual involved in a homicide incident and recommends laying a charge to the Crown, then this person should be counted as an accused even if the Crown declines to prosecute or opts for a lesser or related offence. Accused questionnaires should also be completed for any accused persons who commit suicide or are cleared otherwise (e.g. accused is less than 12 years, departmental discretion).

DATE OF INCIDENT

THE DATE THAT THE HOMICIDE INCIDENT IS KNOWN OR IS BELIEVED TO HAVE OCCURRED

When the investigating officer is able to establish a precise date that the homicide incident occurred, then that date should be entered. **The date of the incident should be the same as the date that the victim was attacked.** In most cases, this date will also equal the date of the victim's death. When the date of attack does not equal the date of death (e.g. a victim who is comatose after being attacked and then dies months later), score the date of the attack.

Occasionally, the date of the homicide incident will precede the current year. When this occurs, the Narrative should explain why there is a time difference. Examples include: the discovery of skeletal remains or the identification of new information in relation to a previous death ruled at the time to be accidental or due to natural causes.

If skeletal remains are found and the police are unable to estimate the date of the incident from the remains, then the date that the person was last seen alive is to be scored, or the date that the victim was reported missing. The basis for the estimate should be included in the Narrative.

When there are multiple victims killed at a single location over a 24-hour period that results in a date change (past midnight), score the date when the first victim was killed. If the homicides occur over a period longer than 24 hours, treat the homicides as if they were separate incidents and submit a separate set of questionnaires.

The date of incident should never be left blank or scored as "Unknown".

TIME OF INCIDENT

THE TIME RANGE WITHIN WHICH THE HOMICIDE IS KNOWN OR IS BELIEVED TO HAVE OCCURRED

When the investigating officer is able to establish a time range that the homicide incident occurred, then that time range should be entered. When the exact time is unknown, a reasonable estimate is acceptable. In cases where the time cannot be reasonably estimated, score "unknown". Should police later determine the time of the incident, this information should be submitted to CCJS for revision.

If more than one victim is associated with the incident, the time range in which the majority of victims were killed is to be scored. If each victim was killed in a different time range but at a single location on the same date, or within a 24 hour period (i.e. the same incident), score the time range when the first victim was killed.

SPECIFIC TYPE OF LOCATION OF INCIDENT

THE SPECIFIC TYPE OF PUBLIC/PRIVATE RESIDENCE OR PROPERTY WHERE THE HOMICIDE INCIDENT TOOK PLACE

This field refers to the specific location (public/private residence or property) where the homicide(s) incident occurred, i.e. **where the injury that caused death occurred**. Only one value for specific type of location may be scored. If multiple locations are applicable, score the one most appropriate based upon where the incident occurred. If the officer remains unsure, score “21 – Other” and specify the location in the accompanying text field. CCJS will then determine the most applicable cell to be scored and change the response code accordingly.

In most cases, the location where the injury that caused death occurred will correspond to the location where the victim died. An exception would be a victim who flees an attack and then subsequently dies at a different location as a result of the initial attack. For example, if a victim is stabbed in a bar and then transported to hospital where he/she subsequently dies, score “08 – Bar” since this is the location where the fatal attack occurred. Similarly, if a victim is attacked in a bar and then tries to flee the attacker and dies in the street, score “08 – Bar”.

If a victim is attacked in one location and manages to flee but is pursued to another location where he/she is attacked again and subsequently dies, score the location where the death occurred. For example, if a victim is attacked in a bar but manages to flee onto the street where the attacker pursues and ultimately kills the victim, score “19 – Street” since the victim died as a result of the subsequent attack (not the initial attack).

If a victim is abducted in one location and subsequently transported and killed at another location, score the location where the victim’s death occurred. For example, if a victim is abducted from their home and killed in a forest score “20 – Open Area”.

If a victim is abducted from one location but police cannot establish where the victim was killed, score the location where the abduction took place. For example, if a victim is abducted from their home and the body is found in a forest area, but police are unable to establish whether the victim was killed in their home, in the forest or en route, then score “01 – Single home” (or as applicable).

If a victim is killed in one location and the body is subsequently transported and dumped in another location, score the location where the death occurred. For example, if a victim is killed in their home and then transported to a forest where the body is dumped, score “01 – Single Home” or “02 – Other Residential Dwelling” (as applicable). However, if the investigator is suspicious that the body was dumped but is unable to determine the location of the actual homicide, then the location where the body is found should be scored. The fact that there is suspicion that the homicide did not actually occur at the site where the body was found should be noted in the Narrative.

Homicides occurring on the steps or in the yard (i.e. in close proximity to the residence) should be scored as having occurred within the residence. Homicides that occur within the physically connected properties or structures upon the property that surround the main dwelling place (e.g. garages, sheds, barns, lawns or driveways) where the owner

or the renter has the exclusive legal rights of access should also be scored as having occurred within the residence.

If the victim's location differs from the accused person's location, this field should be scored to reflect the location of the victim. For example, the location of a victim who is shot while walking down the street by a person who is standing on the balcony of a house should be coded as "19 – Street", since this was the location of the victim at the time of the homicide.

If there are multiple victims killed at different locations, they are treated as distinct homicide incidents. Each incident should have a separate file number and a separate set of Homicide Questionnaires should be submitted to CCJS.

The possible values for "Specific Location of Incident" are as follows:

01 ... SINGLE HOME, HOUSE, TOWNHOUSE

Includes private residences that have an outside entrance for each owned or rented unit. Examples include single unattached dwellings, semi-detached houses, townhouses, row houses, garden homes and duplexes (if separate entrance for each unit) as well as any associated properties or structures such as sheds, barns, lawns, driveways or walkways. Also included in this category are trailers, cottages or cabins, mobile homes and vacation homes that function either as primary or secondary private residences.

02 ... OTHER RESIDENTIAL DWELLING UNIT

Includes other dwelling residential units that do not have their own separate outside entrance (other than apartment buildings) such as dormitories, university residences, rooming houses, seniors' residences, nursing homes, mental health residences and apartments (including studio and bachelor apartments) as well as an apartment over (or under) a shop or store. Also includes boats, tents, travel trailers, igloos and abandoned residences (which have their own entrance). This category includes the surrounding properties and associated areas (e.g. parking lots (underground and ground-level), hallways, lobbies, walkways, stairwells and elevators) unless they are accessible to the public. If the public has access score "09 – Other Commercial / Corporate Place" or "10 – Parking Lot" (as applicable).

03 ... APARTMENT BUILDING

Includes high-rise and low-rise structures that do not have an outside entrance for each owned or rented unit, such as condominiums. This category includes the surrounding properties and associated areas (e.g. parking lots (underground and ground-level), hallways, lobbies, walkways, stairwells and elevators) unless they are accessible to the public. If the public has access score "09 – Other Commercial / Corporate Place" or "10 – Parking Lot" (as applicable).

04 ... HOTEL, MOTEL, BED & BREAKFAST

Includes any multi-unit structure located on one property where the principal business is to rent overnight accommodation on a daily basis, such as motels, hotels, inns, bed and breakfast places and apartment-hotels that offer over half of the units on a short-term rental basis. This category includes the surrounding properties and associated areas (parking lots (underground and ground-level),

hallways, lobbies, walkways, stairwells and elevators) unless they are accessible to the public. If the public has access score "09 – Other Commercial / Corporate Place" or "10 – Parking Lot" (as applicable).

Since this category is considered to be a residence, the field "Occupancy of the Residence Where the Incident Occurred" must be completed.

05 ... CONVENIENCE STORE

Includes small neighbourhood convenience stores open for regular or extended hours. If the homicide occurs outside the convenience store as the result of the victim chasing an accused (or vice versa), score "05". If the convenience store is a part of a gas station complex, score "06 – Gas Bar".

06 ... GAS BAR

This is a place of business primarily selling gasoline. Includes ordinary gas stations and service stations, as well as those with associated convenience stores.

07 ... BANK, TRUST COMPANY

Includes major chartered financial institutions dealing with large sums of money that are accessible to, and serve, the public as well as any Interac machines located on the bank premises. This category excludes cheque cashing/fast cash establishments (e.g. Money Mart) which should be scored as "09 – Other Commercial Place".

08 ... BAR, RESTAURANT, AFTER-HOUR CLUB

This is a commercial establishment in which the primary activity is drinking, eating and/or entertainment. Illegal activities such as gaming, betting, trafficking or prostitution can also be conducted within these businesses. These businesses do not have to be incorporated and could be located within a dwelling, or they could be a distinct commercial establishment.

09 ... OTHER COMMERCIAL/CORPORATE PLACE

Includes all structures such as buildings, warehouses (including abandoned warehouses) or factories where the principal purpose is to conduct legitimate business for profit. The business may be either government or private sector, and the structure or space may be owned, rented or leased. Examples include shopping malls, theatres, car dealerships or liquor stores. Included are the immediate surrounding areas such as lawns and walkways owned by the place of business.

Includes halls and meeting places that are owned by groups, such as The Masons, The Rotary Club and Kinsmen as well as corporately chartered entities such as Legions.

This category includes the surrounding properties and associated areas that are part of a hotel, motel, bed & breakfast, apartment complex, other residential dwelling unit or office building to which the public has access (e.g. hallways, lobbies, walkways, stairwells and elevators).

10 ... PARKING LOT

This category includes all publicly accessible commercial and non-commercial areas (e.g. a church or recreational complex) that are reserved for public or private parking where there is space for more than three motor vehicles. Parking lots that are associated with a hotel, motel, bed & breakfast, apartment complex, other residential dwelling unit or office building **to which the public has access** are included in this category. This category excludes school parking lots during school hours or when there are school-sanctioned activities occurring (e.g. meetings, night courses, dances).

11 ... SCHOOL (PRIMARY/SECONDARY)

School refers to a private or public institution/facility whose main purpose is to provide primary or secondary school education or training. Homicides that occur within a school-owned building are included regardless of the time of day or night. Homicides that occur outside a school-owned building (e.g. playground or parking lot) are only included if the incident occurs during school hours or during after-hours, school-sanctioned activities (e.g. meetings, night courses, dances). Homicides occurring on school grounds after the school is closed should be scored as "20 – Open area".

This category excludes homicides occurring in a school dormitory. These homicides should be scored as "02 – Other Residential Dwelling Unit".

12 ... UNIVERSITY/COLLEGE

University or college refers to a private or public institution/facility whose main purpose is to provide post-secondary education or training. Homicides that occur within a university/college-owned building are included regardless of the time of day or night. Homicides that occur outside a school-owned building (e.g. campus) are only included if the incident occurs during normal hours or during after-hours, sanctioned activities (e.g. meetings, night courses, dances). Homicides occurring on university/college grounds after the facilities are closed should be scored as "20 – Open Area".

This category excludes homicides occurring in a university/college dormitory. These homicides should be scored as "02 – Other Residential Dwelling Unit".

13 ... CORRECTIONAL INSTITUTION

Includes all federal and provincial correctional facilities and cells. Score homicides occurring in police department or detachment cells as "15 – Public Institution".

14 ... COMMUNITY GROUP HOME/HALFWAY HOUSE

Includes public and private group homes that house persons convicted of offences or who are participating in a corrections diversion program.

15 ... PUBLIC INSTITUTION

Includes institutions and buildings providing a non-profit service to the public or acting on the public's behalf as well as all structures that conduct business or provide a service to the public either through one of the levels of government or through a funded agency acting on their behalf.

Examples include hockey arenas, community centres, government buildings, city halls, churches, general and psychiatric hospitals, shelters, public transportation offices, residential treatment centres, drop-in centres and facilities for the homeless. Police department and detachment holding cells should also be scored as "15".

16 ... PRIVATELY OWNED VEHICLE

To be scored when the victim is killed in a privately-owned automobile regardless of ownership or where the vehicle is located at the time of the homicide. An important exception is when the car is situated in the driveway of a residence – this should be scored as "01 – Single Home" or "02 – Other Residential Dwelling" (as applicable).

17 ... TAXI, LIMOUSINE

Includes all taxis and private shuttle service vehicles whether associated with a business or an individual.

18 ... PUBLIC TRANSPORTATION AND/OR CONNECTED FACILITY

Includes transportation vehicles (e.g. aircrafts, trains, boats) and any associated structures and properties that facilitate access to the public transportation (e.g. bus depots, airports, trains, subway stations, railway tracks within the boundaries of a subway or train station, and all runways and associated property within the boundaries of an airport). Excludes taxis and private shuttle service vehicles (code as "17 – Taxi, Limousine").

19 ... STREET, ROAD, HIGHWAY

Includes lands designated, designed or prepared for use by pedestrians, motor vehicle and other modes of transportation for the public. Examples include private roads, university roads, alleys, bridges, and railway tracks not within the boundaries of a subway or train station.

Do not score this location when the body is dumped on the street, if the actual homicide occurred at another location – score the actual location where the fatal attack occurred.

If a victim is killed in a car that is parked on the street, score "16 – Privately Owned Vehicle", not "19".

20 ... OPEN AREA

Includes areas to which the public has access such as bodies of water, parks and playgrounds, bush areas, **farmer's fields** and pleasure boats not being used as temporary residences. Also includes homicides that occur in a schoolyard or on university grounds outside of normal working hours or school-sanctioned activities.

Do not score this location when the body is dumped in an open area, if the actual homicide occurred at another location - score the actual location where the fatal attack occurred unless the actual location cannot be determined by police.

21 ... OTHER – SPECIFY

This is a write-in box available for the respondent who is unsure where to code the specific location. Should this value be selected, CCJS will determine the most applicable cell above to be scored and change the code accordingly.

99 ... UNKNOWN

Score "99" when the actual location of the incident cannot be determined (e.g. a body that has been dumped is discovered). "99" should never be used when a homicide has been "solved", since the investigator will know the location of the homicide. As such, "99" is rarely appropriate, except in an unsolved case. Should the location of the incident later become known, this information should be submitted to CCJS for revision.

OCCUPANCY OF THE RESIDENCE WHERE THE INCIDENT OCCURRED

TO IDENTIFY WHETHER THE VICTIM AND/OR THE ACCUSED PERSON HAD THE LEGAL RIGHT TO OCCUPY THE RESIDENTIAL LOCATION WHERE THE HOMICIDE OCCURRED

This field must be scored when “Specific Location of Incident” has been scored with a residential location value, i.e. “01”, “02”, “03” or “04”. It indicates whether the victim and/or the accused person possessed legal ownership or the legal right to reside in the structure/unit by virtue of a written or oral agreement at the time of the incident.

If a homicide occurs as a result of the victim or accused person ordering the other to leave the residential location where he/she was legally residing (not just visiting) immediately prior to the homicide, then “01 – Joint Occupancy” should be scored.

In cases where a homicide occurs in a multi-unit residential location (“Specific Location of Incident” is scored with “02”, “03” or “04”), joint occupancy is only to be scored if both subjects legally occupied the same unit. Joint occupancy is not to be scored if the subjects lived in different apartments of the same building, or were staying in different rooms at the same hotel/motel.

Where both the victim and the accused reside in the same multi-unit facility and the homicide occurs in a common area (e.g. the hallway of an apartment building or a senior’s residence), score “04 – Neither”.

If the owner or landlord of a rented residence (e.g. hotel/motel rooms, apartments, rooming houses) is the victim or the accused person involved in a homicide that occurs in a unit of the residence, he/she is not considered to be a legal occupant (unless he/she permanently resided in the unit itself).

If a victim is found in a residential location (“Specific Location of Incident” is scored with “01”, “02”, “03” or “04”), and this victim lived in joint occupancy with a person who is considered to be a suspect but has not had charges laid or recommended, “02 – Occupied by One or More Victims” is to be scored in preference to “01 – Joint Occupancy”. If charges are later laid or recommended then this information should be submitted to CCJS and revised accordingly.

The possible values for “Occupancy of the Residence Where the Incident Occurred” are as follows:

01 ... JOINT OCCUPANCY BY ONE OR MORE VICTIMS AND ONE OR MORE CHARGEABLE SUSPECTS

Includes legal marriages, common-law relationships or roommates, where one or more victims and one or more of the accused persons legally occupied the same residential location (including sharing the same hotel/motel room). Visits do not constitute joint occupancy. Joint occupancy implies that the residential location where the homicide occurred was the permanent or temporary (hotel/motel) home of both the victim and the accused (neither had a more permanent address).

02 ... OCCUPIED BY ONE OR MORE VICTIMS

Includes all situations where the homicide occurred in a residential location where one or more of the victims had a legal residence established (including a hotel/motel room). It does not include situations where one or more victims were visiting the residence where the homicide occurred.

03 ... OCCUPIED BY ONE OR MORE OF THE CHARGEABLE SUSPECTS

Includes all situations where the homicide occurred in a residential location where one or more of the accused had a legal residence established (including a hotel/motel room). It does not include situations where one or more accused were visiting the residence where the homicide occurred.

04 ... NEITHER ANY OF THE VICTIMS NOR ANY OF THE CHARGEABLE SUSPECTS WERE OCCUPANTS

Includes all situations where the police establish that none of the victims and none of the accused were legal occupants of the residential location.

09 ... UNKNOWN

Includes all situations where the police cannot establish with certainty whether the residential location was occupied by one or more victims and/or accused. "Unknown" will normally be scored when a victim is found at a residential location other than his/her permanent or temporary residence and the owner of the residential location cannot be eliminated as a possible accused person (and police have not laid or recommended charges). Should occupancy later become known to police, this information should be submitted to CCJS for revision.

LOCATION OF INCIDENT**THE GEOGRAPHIC LOCATION IN WHICH THE HOMICIDE INCIDENT OCCURRED**

This “Location of Incident” is designed to record the location where the actual homicide offence occurred. It consists of three data fields: (1) “City - Town - Village”; (2) “County - Township - Rural Municipality”; and, (3) Postal Code. Only (1) or (2) is to be scored. If the homicide occurred within the boundaries of a city, town, or village, then the first field is scored with the name of that city, town, or village. If the homicide occurred in a rural area, then the county, township, or rural municipality name is to be entered in the second field. The Narrative should contain supplementary information detailing the direction, distance and name of the nearest city, town, or village (e.g., “20 km north-east of Fredericton, NB”). This enables CCJS to assign the homicide to the proper Census Metropolitan Area. In the third field, enter the postal code where the homicide occurred.

If a victim is killed in one location and the body is subsequently transported and dumped in another location, score the location where the death occurred. For example, if a victim is killed in Ottawa and then transported to Gatineau where the body is dumped, score “Ottawa”. However, if the investigator is suspicious that the body was dumped but is unable to determine the location of the actual homicide, then the location where the body is found should be scored. The fact that there is suspicion that the homicide did not actually occur at the site where the body was found should be noted in the Narrative.

If a victim is abducted in one location and subsequently transported and killed at another location, indicate the location where the victim’s death occurred. For example, if a victim is abducted from their home in Ottawa and killed in Gatineau, score “Gatineau”.

MOST SERIOUS VIOLATION

THE MOST SERIOUS VIOLATION THAT IS APPLICABLE TO THE HOMICIDE INCIDENT

This field should be scored with the most serious violation that the police reasonably believe is applicable to the homicide incident **regardless** of what the Crown supports or will pursue, and **regardless** of whether the courts find one or more of the accused persons guilty of a lesser offence, or acquit one or more of the accused altogether. In other words, score the violation that police consider to be the true nature of the offence.

If, however, the police recommend a charge that after consultations with the Crown they later conclude was a lesser offence, then it is the lesser offence that should be scored. If a Homicide Survey has been previously submitted to CCJS, then this new information should be submitted to CCJS for revision.

If there is more than one accused, then it is the most serious of the offences that any one of the accused committed, that is to be scored as the most serious violation. For example, if two accused are involved in a homicide and one is charged with first degree murder and the other for second degree murder, it is first degree murder that should be scored as the most serious violation.

Infanticide can result in unique scoring as it is the only homicide offence that directly identifies the perpetrator: the biological mother. There will be cases, however, when the police do not have sufficient evidence to recommend laying a charge against the mother (and thus can't clear it by charge or otherwise), yet the mother remains the prime suspect and the view of the investigator is that the incident was an infanticide offence. Such a homicide is to be scored as an uncleared infanticide. No Accused Questionnaire is to be submitted for the mother, since the incident was not cleared by charge or cleared otherwise.

The "Most Serious Violation" should **never** be left blank or coded as "Unknown".

The possible values for "Most Serious Violation" are as follows:

01 ... MURDER – 1st Degree

To be scored when the most serious charge laid or recommended in writing is murder in the first degree, as defined by Section 231(2)(3)(4)(5)(6)(6.01)(6.1) (6.2) and 235(1) CC.

02 ... MURDER – 2nd Degree

To be scored when the most serious charge laid or recommended in writing is murder in the second degree, as defined by Section 231(7) and 235(1) CC.

03 ... MANSLAUGHTER

To be scored when the most serious charge laid or recommended in writing is manslaughter, as defined by Section 232, 234 and 236 and 263(3)(a) CC.

04 ... INFANTICIDE

To be scored when the most serious charge laid or recommended in writing is infanticide, as defined by Section 233 and 237 CC. The offence of infanticide can

only be committed by the biological mother of a child who is less than 1 year old. Note that it is legitimate to report uncleared infanticide offences when there is insufficient evidence to recommend charging the mother with infanticide, but the investigator reasonably believes that the incident was an infanticide.

There are some offences that are sometimes associated with infanticide for which a Homicide Survey should not be submitted to CCJS. These include Section 238 CC [Killing Unborn Child in Act of Birth], Section 215 CC [Failing to Provide Necessaries], Section 242 CC [Neglect to Obtain Assistance in Child Birth], and Section 243 CC [Concealing Body of Child].

CLEARANCE STATUS**THE MOST SERIOUS CLEARANCE STATUS ASSOCIATED WITH THE HOMICIDE INCIDENT**

This field is scored when one or more subjects have been charged, have had charges against them recommended, or have been cleared otherwise, including by suicide. If there is an entry in "Number of Chargeable Homicide Suspects", then there must be a clearance status of "01 – Cleared by charge", "02 – Cleared by suicide", or "03 – Cleared otherwise" scored.

If there is more than one victim of a homicide incident, it is only necessary to clear one of the victims by charge, suicide or otherwise in order to clear the incident.

Score only one clearance status for the incident: the most serious. If one or more accused are charged and one or more other accused are cleared by suicide or otherwise, then the homicide incident is to be scored as "01 – Cleared by Charge". Similarly, if one or more accused are cleared by suicide and one or more other accused are cleared otherwise, then the homicide incident is to be scored as "02 – Cleared by Suicide".

To score "02 – Cleared by Suicide" or "03 – Cleared Otherwise", there must have been sufficient evidence to charge the accused person. If the investigator only has suspicions, but could not have laid or recommended charges on the available evidence, then the homicide incident cannot be cleared.

An Accused Questionnaire must be submitted for each accused who is involved in a homicide incident that was cleared by charge, cleared by suicide, or cleared otherwise.

The possible values for "Clearance Status" are as follows:

- 01 ... CLEARED BY CHARGE (Laid or Recommended)
Includes all homicide incidents cleared by laying or recommending charges against one or more accused. If the police recommend charges, the incident is cleared by charge, regardless of whether the Crown or courts proceed with the charges or whether an information is actually ever laid. If the Crown decides to proceed with a charge that differs from the offence recommended by police, the incident is still considered cleared by charge.
- 02 ... CLEARED BY SUICIDE
Includes all homicide incidents where an accused commits suicide. There must have been sufficient evidence gathered to be able to charge the subject, had he/she not committed suicide. The suicide of a subject who is only a suspect, even if he/she is a strong suspect, is insufficient to clear the homicide incident by suicide.
- 03 ... CLEARED OTHERWISE - SPECIFY
Includes homicide incidents not cleared by laying or recommending charges and not cleared by the suicide of one or more of the accused, but there is: (1) enough evidence to lay a homicide charge against one or more accused; and, (2) the reason the charge is not laid or recommended is one of the following:

1. POLICE DISCRETION The police exercise discretion and decline to lay a charge.
2. CHILD The accused person is under the age of 12 at the time of the offence.
3. MENTAL ILLNESS The accused person is committed to a mental hospital for an extended period with little likelihood of release.
4. WITNESS INCAPACITY Charges are not laid because the complainant or a key witness is dead or is unable to testify.
5. DEATH The accused person dies before charges are laid or recommended.
6. IMMUNITY The accused person has diplomatic immunity.
7. EXTRADITION The accused person cannot be extradited.
8. WITNESS REFUSAL The accused person is known and there is sufficient evidence to charge, but the key witness refuses to provide information or testify, thereby eliminating all hope of conviction.
9. DIVERSION The accused person is diverted to a community or alternative justice forum or process in lieu of laying charges.
10. YCJA REFERRAL The accused is a young person (under 18) pursuant to the Youth Criminal Justice Act and is referred to a screening agency that decides not to charge or the youth is returned to custody.

Note that there is no cleared otherwise reason called "Crown Declines to Prosecute". If the police investigator recommends charges, then the homicide incident should be scored as "01 - Cleared by Charge" for the purposes of the Homicide Survey, even if the Crown declines to prosecute.

04 ... NOT CLEARED

Includes all homicide incidents that have not been cleared (no accused has been identified). For such uncleared homicides, the police may have strong suspicions against a particular person; however, an Accused Questionnaire is not to be submitted until the accused has been cleared by charge, suicide, or otherwise.

CLEARANCE DATE

THE DATE ON WHICH THE INCIDENT WAS CLEARED BY THE INVESTIGATING POLICE DEPARTMENT EITHER "BY CHARGE", "SUICIDE" OR "OTHERWISE"

This field must be scored when an incident is cleared by charge, suicide or otherwise (i.e. Clearance Status is scored as "01", "02" or "03"). The clearance date should NEVER precede the date of the incident. It refers to the date on which charges were formally recommended to the Crown or laid against the first of the accused (if there is more than one accused person). Even if the Crown declines to proceed with the recommended charges, the incident should still be scored as cleared by charge and the clearance date indicated accordingly.

The date should be entered in the format: YYYY-MM-DD.

ASSOCIATED OR RELATED OFFENCE COMMITTED BY THE CHARGEABLE SUSPECT(S) THAT LED TO THIS HOMICIDE

THE MOST SERIOUS ASSOCIATED OR RELATED OFFENCE COMMITTED BY THE ACCUSED THAT LED DIRECTLY TO THE HOMICIDE INCIDENT

This field is designed to identify whether there was any related or associated offence that led to the homicide incident. There must be a direct and immediate connection between the associated or related offence and the homicide itself. In determining whether or not to score an associated or related offence, the investigating officer must assess the intent of the accused person. If police can determine that the intent of the perpetrator was to commit homicide from the outset, then no associated or related offence can occur and "88 – Not Applicable" should be scored. However, if police can determine that the intent of the perpetrator was to commit another offence which then led to the homicide then an associated offence should be scored. For example, if an accused sexually assaults a victim, then kills the victim in order to avoid being reported to police, then sexual assault would be appropriately scored as it was the offence that led to the homicide.

If there were multiple offences, only one, the most serious, should be scored. The most serious offence is determined according to the UCR Seriousness Index and defined as:

- a) offences against the person (violent offences) are always considered to be the most serious when violent and non-violent offences occur in the same incident;
- b) the most serious offence is considered to be the offence that carries the greatest maximum penalty prescribed by the law (remember that attempted indictable offences may carry a lesser penalty – see Section 463 C.C);
- c) in cases where the above two rules are not sufficient to determine the most serious offence, it is the department's discretion to decide which of the offences is the most serious violation within the incident.

In most cases, the associated offence will occur immediately before the homicide or within a reasonable amount of time. Exceptions include criminal harassment which can precede a homicide by months, or even years, and kidnapping. An example of an associated offence that occurs after the homicide would be a necrophilic sexual predator who kills their victim before committing a sexual assault. In such cases, sexual assault is the offence that led to the homicide, since the intent and focus of the accused was the sexual assault and the homicide was simply the means to commit that type of sexual assault. Other offences that occur after the homicide (such as theft of the victim's possessions or arson to destroy evidence of the homicide offence) should not be scored as an associated offence as they did not lead to the homicide.

Associated or related offences committed by victims should not be scored. This field is restricted solely to the offences committed by the accused person. The accused does not have to be identified in order to score this field. For example, in the case of an abduction or sexual assault that results in a subsequent homicide, the investigator will be aware of those offences, even though an accused may not have been identified.

The investigating officer should fully explain the circumstances and reasons why a particular offence has been identified as associated or related to the homicide in the Narrative.

The possible values for “Associated or Related Offence Committed by the Suspect(s) or Chargeable Suspect(s) that led to the Homicide” are as follows:

88 ... NOT APPLICABLE, NO RELATED OFFENCE

Includes all homicides where the accused did not commit an offence that led or was associated or related to the homicide.

01 ... SEXUAL ASSAULT

Includes all sexual assaults that the accused committed against a victim before, during or after the homicide that led to the victim's death. Sexual assault offences include sexual assault, sexual assault with a weapon, aggravated sexual assault, and other sexual crimes, excluding prostitution (see: “12 – Prostitution-Related Offence”). Homicides where the victim was killed after the sexual assault, even days or months after, should be scored as “01”, as should homicides that result when the victim resists, fights back, attempts to flee, or threatens to report the accused.

02 ... OTHER ASSAULT

Includes all other assaults that the accused committed against a victim that led to that victim's (or a Good Samaritan's) death. Assault offences include common assault, assault with a weapon or causing bodily harm, aggravated assault, assault against police, peace, or public officers, criminal negligence causing bodily harm, and other assaults. A homicide where a victim is assaulted, and then subsequently dies as a result (e.g. hits his/her head during a fall, has a heart attack) should be scored as “02”. Likewise, an assault offence that escalates to homicide when the victim resists, fights back, attempts to flee, or threatens to report the accused should be scored as “02”.

03 ... KIDNAPPING/ABDUCTION, etc.

Includes all abduction/kidnapping or similar class of offences (e.g. hostage-taking and hijacking) committed against a victim that led to the homicide of that victim. It is possible that the kidnapping/abduction incident could have occurred weeks or even months prior to the homicide. If the accused intended to kill the victim before the kidnapping/abduction, and only pretended the kidnapping/abduction as a ruse to confuse police, then “03” should not be scored. However, if a kidnapping/abduction incident escalates to homicide because the victim fights back, attempts to flee, or threatens to report the accused, then “03” should be scored.

04 ... ROBBERY – PERSONAL

Includes all personal robberies committed against a victim before, during or after the homicide that led to that victim's (or a Good Samaritan's) death. If the accused intended to kill the victim and steal the victim's belongings before or after the homicide, then “04” should not be scored. Often accused persons will steal personal and/or household property after committing a homicide offence

and, in such cases, "04" should not be scored. The most common scenario for scoring "04" arises from a robbery victim who resists, or an accused who panics and subsequently kills the victim or someone coming to the victim's aid, including police.

05 ... ROBBERY – BANK, OTHER COMMERCIAL INSTITUTION

Includes all commercial robberies (e.g. bank, trust company, stores, gas stations, armoured cars) committed before, during, or after the homicide that led to the victim's death. This includes the death of employees, Good Samaritans or police and security officers who tried to prevent the robbery or prevent the escape of the accused.

06 ... CRIMINAL HARASSMENT (STALKING)

Includes all criminal harassment (stalking) (Section 264 CCC) offences (whether or not charges were ever laid) committed against the victim prior to the homicide that led to the victim's death. The pattern of criminal harassment by the accused may precede the homicide by weeks, months or even years.

07 ... OTHER VIOLENT CRIME

Includes all violent offences (other than those listed above) committed against the victim before, during or after the homicide that led to that victim's (or a Good Samaritan's) death. The violent offence could have occurred days, weeks, or even months prior to the homicide. Note that if the violent crime was merely the means used to commit the homicide offence (e.g. discharge firearm with intent) then "07" should not be scored.

08 ... ARSON

Includes all arsons committed by the accused that lead to the homicide of that victim. Arson should be scored when, as a result of committing the arson offence, a victim dies and it appears that the accused did not directly intend to commit homicide. Do not score "08" if the arson is committed after the homicide to destroy evidence or if it is the means used to commit the homicide (e.g. the accused burns a building with the intent of killing the victim(s)).

09 ... BREAK AND ENTER

Includes all break and enter offences committed by the accused that led to the homicide of that victim. Do not score "09" if the accused intended to commit the homicide prior to committing the B&E (e.g. if the accused broke into a residence intending to kill the victim). Similarly do not score "09" if, after committing the homicide, the accused steals or breaks into other buildings owned or rented by the victim. A typical scenario in which "09" should be scored occurs when an accused breaks into a residence or business and is surprised by the owner or a Good Samaritan and kills the victim to escape or to eliminate the possibility of being identified.

10 ... THEFT

Includes all thefts committed by the accused that led to that victim's (or a Good Samaritan's) death. A typical scenario in which "10" should be scored occurs when an accused is caught in the act of theft and the theft victim (or a Good Samaritan) attempts to subdue or hold the accused who then kills to avoid being identified or captured. Do not score "10" if the homicide did not directly result

from the theft offence (e.g., if the accused steals from the victim after the homicide). In cases where a theft is discovered months or years later and the victim threatens to expose the accused who subsequently kills to avoid prosecution/detection, “10” should be scored since it led to the homicide.

11 ... OTHER PROPERTY CRIME

Includes all property crimes (e.g. fraud, possession of stolen goods, mischief) committed by the accused (other than those listed above) that led to the homicide of that victim. Do not score “11” if the homicide victim is the perpetrator of the property crime. A typical scenario in which “11” should be scored occurs when an accused is caught in the act of committing a property crime and the victim attempts to subdue or hold the accused who then kills to avoid being identified or captured. In cases where a property crime (e.g. fraud) is discovered months or years later and the victim threatens to expose the accused who subsequently kills to avoid prosecution/detection, “11” should be scored since it led to the homicide.

12 ... PROSTITUTION-RELATED OFFENCE

Includes all prostitution-related offences committed by the accused that led to the homicide of that victim. Do not score “12” simply because the victim was a prostitute – there must be evidence that a prostitution-related offence directly led to the homicide. The most common scenario occurs when the accused kills the victim because of a dispute over payment or the quality of services rendered. Another common scenario occurs when a mutually agreed upon encounter escalates and the victim becomes unwilling to participate further, resulting in the victim’s death. Another less common scenario is when the prostitute kills because the victim does not pay or engages in acts not agreed upon.

13 ... OTHER CRIMINAL CODE

Includes all *Criminal Code* offences (e.g. trespassing, escape custody, disturb the peace) committed by the accused (other than those listed above) that led to the homicide of that victim. Breach of peace incidents (Section 31 CCC), involving no other offences, should not be scored as “13” since, by UCR criteria, these breaches are not considered to be offences (i.e. because there are no penalty provisions and no one can be charged) even though it may be clear to the investigator that the breach of the peace incident led to the homicide.

14 ... CONTROLLED DRUGS AND SUBSTANCES ACT

Includes all offences against the *Controlled Drugs and Substances Act* (CDSA) committed by the accused that led to the homicide of the victim. Do not score “14” simply because the victim or the accused (or both) was a drug user, dealer or trafficker – there must be evidence that a CDSA offence directly led to the homicide. An example where “14” would be appropriately scored occurs when a drug trafficker is killed by his/her supplier (or on the orders of his/her supplier) for an overdue account. Another example occurs when members of crime gangs or innocent bystanders are killed because of disputes over the illegal drug trade.

Note that if there is an associated offence against the *Controlled Drugs and Substances Act* (CDSA), then the field “Drug Involved If This is a Drug-Related Incident” must be completed.

15 ... OTHER FEDERAL/PROVINCIAL STATUTE

Includes all federal or provincial statute offences committed by the accused (other than those listed above) that led to the homicide of the victim.

99 ... UNKNOWN

Includes all situations where it is unknown whether an associated offence leading to the homicide was committed. Normally, "99" would only be scored when neither an accused nor a motive have been identified. In such cases, the Narrative should indicate why "99" has been scored. Otherwise, all cleared offences should be scored "01-15" since the police would know whether there was an associated offence that led to the homicide. Should police later determine if there were an associated or related offence, this information should be submitted to CCJS for revision.

INDICATE TYPE OF DRUG INVOLVED IF THE HOMICIDE WAS RELATED TO THE ILLEGAL DRUG TRADE

WAS THE HOMICIDE RELATED TO THE ILLEGAL DRUG BUSINESS AND, IF SO, WHAT TYPE OF DRUG WAS INVOLVED

This field attempts to answer two questions: (1) was the homicide incident drug-related; and, if so, (2) what type of drug was involved? This field must be scored when "Associated or Related Offence" is scored as "14 – *Controlled Drugs and Substances Act*".

A "drug-related" homicide occurs as a result of either the accused or the victim being involved in the illegal drug business (e.g. drug dealing, settling of drug-related accounts or debts, drug trafficking disputes and gang "turf wars") including importing, trafficking and possessing drugs.

The term "drug" includes all *Controlled Drugs and Substances Act* (CDSA) Schedule I to Schedule VI substances and all substances regulated by the *Food and Drug Act*. Alcohol (methyl and ethyl) is not included (i.e., do not score the incident as "drug related" if the substance being trafficked, smuggled, imported or exported was alcohol). Only one drug, the drug involved in the most serious CDSA offence, may be scored (note that this field does not sort the drugs in order of seriousness). Heroin should be scored in preference to all other drugs, following by cocaine, then cannabis.

"Drug-related" does not refer to whether the accused and/or victim were under the influence of drugs at the time of the incident. If the accused and/or victim were simply consuming drugs at the time of the homicide, but the actual illegal drug trade had nothing to do with the homicide, "88 – Not applicable, not drug-related" should be scored. Questions pertaining to drug consumption are on the Victim Questionnaire and the Accused Questionnaire.

The possible values for "Drugs Involved if this is a Drug-Related Incident" are as follows:

88 ... NOT DRUG-RELATED

Includes all homicides that were not directly related to the illegal drug business. Also to be scored if the only role of drugs in the homicide was consumption by either the accused person(s) and/or victim(s).

01 ... CANNABIS

Includes all homicides where the most serious drug involved was cannabis marijuana, cannabis resin, marijuana plants, or other cannabis products. The homicide incident had to be motivated in whole, or in part, by a dispute over cannabis profits, equipment and/or trafficking territory as related to the illegal drug business. Do not score "01" if the only involvement of cannabis in the homicide incident was consumption by the accused person(s) and/or victim(s).

02 ... COCAINE (includes crack)

Includes all homicides where the most serious drug involved was cocaine, crack, or one of its derivatives or precursors. The homicide incident had to be motivated in whole, or in part, by a dispute over cocaine profits, equipment and/or trafficking territory as related to the illegal drug business. Do not score "02" if the only

involvement of cocaine in the homicide incident was consumption by the accused person(s) and/or victim(s).

03 ... HEROIN

Includes all homicides where the most serious drug involved was heroin, opium, morphine, or one of its derivatives or precursors. The homicide incident had to be motivated in whole, or in part, by a dispute over heroin profits, equipment and/or trafficking territory as related to the illegal drug business. Do not score "03" if the only involvement of heroin in the homicide incident was consumption by the accused person(s) and/or victim(s).

04 ... OTHER CONTROLLED DRUGS AND SUBSTANCES

Includes all homicides where the most serious drug involved was a drug or substance, other than cannabis, cocaine, or heroin, and/or their precursors and derivatives (as listed in Schedules I to VI inclusive in the *Controlled Drugs and Substances Act* (CDSA) and drugs/substances controlled by the *Food and Drug Act*). The homicide incident had to be motivated in whole, or in part, by a dispute over the profits, equipment and/or trafficking territory of such drugs or substances as related to the illegal drug business. Do not score "04" if the only involvement of the other drugs/substances was the consumption by the accused person(s) and/or victim(s).

05 ... EVIDENCE OF DRUGS - TYPE UNKNOWN

Includes all homicides where there is sufficient evidence of drug involvement but the specific type cannot be determined. Note that it would be very unusual to score "type unknown" as it is expected that the homicide investigation should be sufficiently thorough to permit the investigator to make an informed judgement as to the most serious type of drug/substance involved in a drug-related homicide incident.

99 ... UNKNOWN

Includes all homicides where it is impossible to determine with any degree of certainty whether the homicide incident was related to the illegal drug business. "99" would most often be scored in cases of unidentified victims, unsolved cases, or in cases of victims or accused who were involved to some degree in the drug trade, as either consumer or trafficker, but the investigation of the homicide was unable to conclusively determine the motive that led to the victim's killing. If the victim or accused simply consumed illegal drugs/substances and it can be established that the incident was not related to the illegal drug business, then "88 – Not drug-related" should be scored. Should police later determine whether the homicide incident was drug-related, this information should be submitted to CCJS for revision.

EVIDENCE THAT THIS INCIDENT WAS GANG-RELATED

DID THE HOMICIDE INCIDENT INVOLVE AN ORGANIZED CRIME GROUP OR STREET GANG?

This field seeks to determine whether the homicide was gang-related, i.e. whether it involved an organized crime group or street gang. Examples of gang-related incidents include killing a rival gang member over a “turf war” or a drug debt. Homicides of innocent bystanders who are killed as a result of gang-related disputes should also be coded as “01 – Yes”.

As developed under the guidance of the Department of Public Security and Emergency Preparedness (formally the Solicitor General Canada) an **organized crime group** consists of a static or fluid group of (two or more) individuals who communicate, co-operate, and conspire within an ongoing collective or network; and has as one of its main purposes or activities the facilitation or commission of offences undertaken or planned to generate material benefits or financial gain.

If police are uncertain about whether a group answers to the definition of “organized crime group”, the group should be included if it can also be characterized by either or both of the following provisions: (1) involvement in a series or variety of criminal activities; and/or (2) the potential for violence, and/or intimidation, and/or corruption to facilitate its criminal activities.

According to the Criminal Intelligence Service Canada (CISC), the major organized crime groups currently operating in Canada are:

The Outlaw Motorcycle Gang – Includes the Hells Angels, Outlaws, Bandidos, Highlanders, Nomads and other biker criminal organizations.

Aboriginal-based Organized Crime Group – Includes the Manitoba Warriors, Indian Posse, Redd Alert, Native Syndicate and other Aboriginal criminal organizations.

Italian-based Organized Crime Group (Traditional Organized Crime) – Includes organized crime groups originating from Italy including the Sicilian Mafia, Ndrangheta and La Cosa Nostra.

Asian-based Organized Crime Group – Includes the Japanese Yakuza, Chinese Triads, Big Circle Boys, Lotus, Dai Huen Jai and other criminal organizations originating from China, Japan, East-Indian, Pakistani, Vietnamese, Indonesian, Loatian, Korean, Taiwanese and other criminal organizations originating in Asia.

East European Organized Crime Group – Includes criminal organizations originating from the former Soviet Union, Czech Republic, Slovakia, Poland, Hungary, Romania, Bulgaria, Belarus, Ukraine, the former Yugoslavia, Albania and other East European countries.

Other Organized Crime Groups – Includes any organized crime group not listed above such as Caribbean, South American, Middle Eastern, Nigerian organized crime groups, gypsies or local domestic criminal organizations.

As developed by the Street Gang Working Group (represented by municipal police, Criminal Intelligence Service Canada, RCMP and federal departments responsible for justice) created by The National Coordinating Committee on Organized Crime, a **street gang** is defined as a more or less structured group of adolescents, young adults and/or adults who use intimidation and violence to commit criminal acts on a regular basis, in order to obtain power and recognition and/or control specific areas of criminal activities.

The minimum standard to be met when classifying an individual as a street gang member is a person's direct or indirect involvement in a gang crime. In addition, any two of the following criteria must also be met:

- The person displays gang identification marks, has performed initiation rituals or possesses gang paraphernalia (tattoos, weapons, etc.).
- Information from a reliable source (i.e. inside or rival gang member, community resource, school authority, member of the business community, citizen) that the person associates with known gang members.
- A police surveillance report confirming that the person associates with known gang members.
- An admission from the person of gang membership.
- A judicial finding that confirms the person's membership in the gang.

The possible values for "Evidence that this Incident was Gang-Related" are as follows:

0 ... SUSPECTED

Includes all homicides in which police are unable to determine with certainty that the homicide resulted from gang-related (organized crime group or street gang) activity but have reasonable suspicions. Score "00" if police suspect that the accused person and/or the victim involved in the homicide was a member or a prospective member of an organized crime group or street gang or somehow be associated with an organized crime group or street gang.

1 ... YES

Includes all homicides that resulted from gang-related (organized crime group or street gang) activity. The accused person and/or the victim involved in the homicide must be a member or a prospective member of an organized crime group or street gang or somehow be associated with an organized crime group or street gang (e.g. "turf wars", a "hitman" working for a gang, a victim who is killed for unpaid debts owed to a gang or an organized crime family).

If police have evidence to support gang involvement, an incident should be scored as "01 – Yes", even if it is unsolved.

2 ... NO

Includes all homicides that did not result from gang-related (organized crime group or street gang) activity.

9 ... UNKNOWN

Includes all homicides where it is impossible to determine with any degree of certainty whether the homicide incident resulted from gang-related (organized crime group or street gang) activity. "09" would most often be scored when the

investigator is unable to determine the identity of the homicide victim or the circumstances surrounding the victim's death. It would be very unusual to score "09" in a cleared case as the investigator should normally have enough information to make an informed judgement as to whether the homicide incident was gang-related. Should police later determine whether or not the homicide incident was gang-related, this information should be submitted to CCJS for revision.

APPARENT MOTIVE RELATED TO THE INCIDENT**THE PRIMARY MOTIVE LEADING TO THE HOMICIDE INCIDENT**

This field is designed to capture the primary motive leading to the homicide incident. Only one motive may be scored. If there is more than one motive associated with the homicide, the investigator should score the one determined to be the most important.

The qualifier “apparent” is important to note. This data element is not to be scored only when there is certainty as to motive. In some cases, including unsolved homicides, the actual primary motive may never be indisputably determined; however, investigators often have substantive suspicion of the motive that led to the homicide incident. In such cases, the investigator should indicate their professional and expert opinion as to motive. Whenever possible, scoring “Unknown” should be avoided.

The possible values for “Apparent Motive Related to the Incident” are as follows:

01 ... SETTLING OF ACCOUNTS

Includes all homicides where the accused person’s primary motive was settling of accounts. This motivation is commonly seen in drug-related and/or gang-related homicides. Victims are often those who have not paid drug or other debts, have insulted, offended, or otherwise affronted the accused, or are rival gang members involved in a “turf war”. Homicides that result in the death of innocent victims because of “turf wars” or those homicides that result when a bystander attempts to prevent or intervene in a “settling of accounts” altercation, should also be scored as “01”. Even though the accused may not have intended to kill the bystander, the bystander died as a result of what started as a “settling of accounts” incident.

02 ... REVENGE

Includes all homicides where the accused person’s primary motive was revenge. Where both “01 – Settling of Accounts” and “02” are applicable (the settling of accounts is motivated in part or in whole by revenge), then “01 – Settling of Accounts” should be scored in preference to “02”. Revenge is a common motive underlying many intimate relationship homicides. Stalking and uttering threats are common precursors to revenge-motivated homicide incidents.

03 ... JEALOUSY

Includes all homicides where the accused person’s primary motive was jealousy. “03” is often a contributing or subsidiary motive in revenge-motivated (“02”) homicides. Where both “02 - Revenge” and “03” are applicable, then “02 - Revenge” should be scored in preference to “03”. Jealousy is a common motive underlying many intimate relationship homicides. Stalking and uttering threats are common precursors to jealousy-motivated homicide incidents.

04 ... CONCEALMENT

Includes all homicides where the accused person’s primary motive was to conceal or keep hidden a pregnancy or birth of a baby. This is the most common motive for infanticides. Homicides that occur as a result of the accused person trying to hide evidence of another crime should be coded as “10 – Fear of Apprehension”.

05 ... ARGUMENT OR QUARREL

Includes all homicides where the accused person's primary motive was an argument or quarrel. This motive is common among intimate relationship homicides and in assaults (e.g. bar fights, road rage) that lead to homicide. Where jealousy is the basis of the argument or quarrel, "03 – Jealousy" should be scored in preference to "05".

06 ... FRUSTRATION, ANGER, OR DESPAIR

Includes all homicides where the accused person's primary motive was frustration, anger, or despair. This motive is common among family homicides and murder-suicides. It is also a common motive for homicides committed by mentally unstable accused persons as well as for "shaken baby syndrome" homicide incidents.

07 ... FINANCIAL GAIN, PROTECTION OF ASSETS

Includes all homicides where the accused person's primary motive was financial gain or the protection of assets. It includes homicides committed to obtain insurance monies, an inheritance, or to be rid of a business rival. The killing of ex-spouses is sometimes motivated to prevent the ex-spouse or ex-lover from obtaining the assets of the accused. Staging a drug "rip-off" is another common example of the motive of financial gain. Homicide incidents arising from robberies where police or other individuals are killed to prevent apprehension or identification, should be scored as "10 – Fear of Apprehension".

08 ... PERSONAL PROTECTION

Includes all homicides where the accused person's primary motive was personal protection. Scoring "08" as the primary motive must be done with care as true cases of self-defence are not culpable homicides (and therefore do not require a Homicide Survey to be completed). The most common uses of "08" are among homicide incidents where the accused is a battered spouse or among incidents in which the accused believed that the victim had to be killed in order to prevent harm from coming to the accused person or those under the accused person's protection, such as children or other family members.

09 ... HATE CRIME

Includes all homicides where the accused person's primary motive was hate, prejudice or bias based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation or any other similar factor.

10 ... FEAR OF APPREHENSION

Includes all homicides where the accused person's primary motive was a fear of apprehension. This is a common motive for a person who kills to hide evidence of another crime (e.g. the killing of a police officer who attempts to apprehend the accused or others who threaten to provide information that would lead to the accused person's apprehension). Homicides committed to conceal evidence of a pregnancy or birth of a child should be scored as "04 - Concealment".

11 ... TERRORISM, POLITICAL CAUSE

Includes all homicides where the accused person's primary motive was terrorism or to advance a political, cultural, or religious cause. For example, "11" would be appropriately scored if a victim were killed as a result of a bomb exploding that was planted to further a cause or to instil terror.

12 ... SEXUAL VIOLENCE

Includes all homicides where the accused person's primary motive was sexual violence. This motive is most commonly scored when the accused person sexually assaults the victim during the course of the homicide. Another scenario may involve the accused person killing a victim who refuses to engage in a sexual act with the accused. Sexual violence may also be legitimately scored as the motive for some homicides against prostitutes.

13 ... MERCY KILLING / ASSISTED SUICIDE

Includes all homicides where the accused person's primary motive was a mercy killing or to assist a suicide. The most common use of "13" is when a family member or caregiver kills to relieve a victim's chronic physical pain or suffering. It is not uncommon for the accused person to subsequently commit suicide, as might be the case in a suicide pact.

14 ... NO APPARENT MOTIVE

Includes all homicides where the police have all of the pertinent information relative to a homicide incident, but are unable to establish the accused person's motive. "13" should not be commonly scored, since police investigation is usually able to establish a primary motive. A homicide that occurs as a result of a child playing with a gun should be scored here. Another common scenario when "13" is legitimately scored involves mentally disturbed individuals who were responding to commands of voices or were otherwise delusional. Homicides committed by mentally disturbed individuals that are the result of frustration, anger, or despair should be coded as "06 – Frustration, Anger or Despair" in preference to "13". In cases of unidentified remains or unsolved cases "99 – Unknown" should be coded rather than "13".

15 ... OTHER - SPECIFY

Includes all homicides for which the primary motive of the accused does not correspond to any of the motives listed above (e.g. a desire for notoriety, necrophilia, euthanasia, satanic ritual). The accompanying text box should indicate the "other" motive and the Narrative should explain in detail why "14" was scored.

99 ... UNKNOWN

Includes all homicides where the motive is unknown. This is most commonly scored when unidentified homicide victims are found and/or when cases are unsolved. If "99" is scored, the Narrative should include full details as to why the motive is unknown. Should police later determine the motive, this information should be submitted to CCJS for revision.

NARRATIVE

A DETAILED SUMMARY OF THE CIRCUMSTANCES LEADING UP TO AND SURROUNDING THE HOMICIDE INCIDENT

This field should summarize the events leading up to and surrounding the homicide incident. It should be sufficiently detailed enough so that anyone reading it would comprehend all of the salient facts relating to the homicide. The Narrative should substantiate all of the scoring in the questions on the Incident, Victim and Accused Questionnaires. The Narrative should provide context as to why a variable has been scored as unknown, or why the incident date is different than the reporting year. Too much information is always better than too little. Omitting important details of the homicide and/or scoring “unknown” without sufficient explanation will result in CCJS contacting the investigating officer to obtain clarification.

AUTHORIZATION

CCJS requires the signature, printed name, phone number and name of police force of the investigating officer should there be any questions or issues to clarify on the Survey. Completion of this field is mandatory. This authorizes CCJS to release aggregated data reported on the questionnaires (excluding personal identifiers or any information that would compromise an on-going investigation) to the public.

**DATA ELEMENTS
FOR THE
VICTIM QUESTIONNAIRE**

INCIDENT FILE NUMBER

THE UNIQUE INCIDENT FILE NUMBER USED BY THE REPORTING POLICE DEPARTMENT

The unique incident file number that is supplied by the investigating police force should be entered on the Victim Questionnaire (and should correspond to the file number on the Incident and Accused Questionnaires). If, during the course of an investigation the file number changes (e.g. prime investigative responsibility is transferred to another police force / detachment) the revised incident file number should be submitted to CCJS.

VICTIM NUMBER

A SEQUENTIAL NUMBER THAT UNIQUELY IDENTIFIES THE VICTIM WITHIN THE HOMICIDE INCIDENT

This field is scored with a sequential number that uniquely identifies the victim within the homicide incident. It enables CCJS to differentiate between victims in a multi-victim homicide incident. All homicides will have a "Victim 1". Those homicides with multiple victims will also have a "Victim 2", and possibly more victims. Always start victim numbering with "1".

A separate Victim Questionnaire should be completed for each homicide victim. The total number of victims must equal the total number of Victim Questionnaires filled out. Note that in homicides where the accused subsequently commits suicide, a Victim Questionnaire should not be submitted for the deceased accused person, since he/she was not the victim of a homicide incident, but died at his/her own hands.

NAME OF VICTIM

SURNAME FOLLOWED BY GIVEN NAME OF THE VICTIM AND ALIAS

This field is used to record the name of the victim: surname, followed by given name(s). When unidentified human remains are discovered that authorities are able to establish as homicide victims, "9 – Unknown" should be scored. The Narrative should contain details as to why the victim was not identified and what the probability is of a future identification. When, and if, the victim is identified, this information should be submitted to CCJS for revision.

Provide the legal name of the victim. Any aliases used by the victim should be recorded in the "Alias" field.

In the case of identified, but unnamed infant victims, the last name of the mother should be entered as the surname, with the given name as "Baby".

GENDER OF VICTIM**GENDER OF THE VICTIM**

This field is to be scored with the gender of the victim. If the homicide victim's gender cannot be determined with any degree of certainty (e.g. recovery only of limited body parts), then "9 – Unknown" should be scored. The Narrative should contain details as to why the victim's gender could not be determined and the probability of a future determination, based on medical or anthropological examinations of the remains. When, and if, the gender of the victim is identified, this information should be submitted to CCJS for revision.

The possible values for "Gender of Victim" are as follows:

1 ... Male

Includes all homicides where the victim was biologically male.

2 ... Female

Includes all homicides where the victim was biologically female

9 ... Unknown

Includes all homicides where the victim's gender was unknown. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim cannot be determined. The Narrative should include full details as to why this field is unknown. Should police later determine the victim's gender, this information should be submitted to CCJS for revision.

WAS VICTIM PREGNANT?

INDICATE WHETHER THE FEMALE VICTIM WAS PREGNANT AT THE TIME OF THE HOMICIDE INCIDENT

This field is designed to capture whether the female victim was pregnant at the time of the homicide incident. This field must be scored when the 'Gender of the Victim' is scored as "02 – Female".

The duration of the pregnancy is not relevant. A female victim may be newly pregnant or close to delivery. This information is usually obtained from an autopsy or Coroner's report, especially if the victim is newly pregnant and the pregnancy is not visually apparent.

1 ... Yes

Includes all homicides committed against a female victim who was pregnant at the time of the incident. The duration of the pregnancy is not relevant.

2 ... No

Includes all homicides committed against a female victim who was not pregnant at the time of the incident.

9 ... Unknown

Includes all homicides where it is unknown whether the victim was pregnant at the time of the homicide incident. This value is most commonly scored when a homicide victim's remains have not been or cannot be tested for pregnancy. The Narrative should include full details as to why this field is unknown. Should police later establish whether the homicide victim was pregnant, this information should be submitted to CCJS for revision.

DATE OF BIRTH OF VICTIM

VICTIM'S EXACT DATE OF BIRTH (IF KNOWN) OR VICTIM'S ESTIMATED AGE AT THE TIME OF THE HOMICIDE INCIDENT

This field is designed to capture the date of birth of the victim at the time of the incident; or, if unknown, the approximate age of the victim. The actual date of birth is to be scored only if it is definitely known; otherwise, score the estimated age of the victim.

If the estimated age is unknown at the time of the initial submission, score "999". Should the estimated age be determined at a later date, this information should be submitted to CCJS for revision.

The possible values for "Date of Birth of Victim" are as follows:

A ... ACTUAL DATE OF BIRTH (YYYY-MM-DD)
Provide the verified date of birth of the victim.

B ... ESTIMATED AGE IN YEARS
Provide an estimate of the age of the victim, in years, at the time of the homicide incident; or, score one of the following:

000 ... Less than 1 year of age (includes newborn infants)
999 ... Unknown

MARITAL STATUS OF VICTIM**MARITAL STATUS OF THE VICTIM ON THE DATE OF THE HOMICIDE INCIDENT**

This field records the legal marital status of the victim on the date of the homicide incident. Legal marital status refers to the conjugal arrangements of a person under the law or as registered by the state.

The possible values for "Marital Status of Victim" are as follows:

1 ... SINGLE (Never Married)

Includes all homicides where the victim was single at the time of the homicide. "Single" means that the victim was never formally married and never lived in a common-law union. Also score "01" for all homicides where the victim was less than 15 years of age.

If "Occupancy of the Residence" on the Incident Questionnaire is scored as "01 – Joint Occupancy", then the Narrative should explain why the victim is scored as "single" (e.g. victim and accused were roommates).

2 ... MARRIED (Legal)

Includes all homicides where the victim was legally married (had a marriage licence) at the time of the incident and was not separated. In most cases, the couple will have been living together. Exceptions include couples who were temporarily living apart for work-related reasons or couples who were temporarily living apart because one was institutionalized. In those homicide incidents where the couple reunited after a period of separation due to marital troubles, the victim should be scored as "2". A victim is only considered to be "separated" if he/she or the spouse has moved from the family residence and is living elsewhere.

3 ... COMMON-LAW / COHABITATION

Includes all homicides where the victim (age 15 years or older) was living common-law or cohabiting with a partner (including same-sex partners) at the time of the incident. There is no set time period with respect to the duration of the relationship nor do children have to be present. In most cases, the couple will have been living together. Exceptions include couples who were temporarily living apart for work-related reasons or couples who were temporarily living apart because one was institutionalized. In those homicide incidents where the couple reunited after a period of separation due to marital troubles, the victim should be scored as "3". A victim is only considered to be "separated" if he/she or the common-law spouse has moved from the family residence and is living elsewhere.

4 ... DIVORCED

Includes all homicides where the victim obtained or was bound by a legal divorce (decree nisi) which was final at the time of the homicide incident. For victims in the final stages of obtaining a legal divorce, "5 – Separated" should be scored.

5 ... SEPARATED (Legal or Informal)

Includes all homicides where the victim was separated formally or informally from his/her legal spouse or common-law partner (including same sex partners) at the time of the homicide. In most situations, the spouse would have moved from the family residence and would have been living elsewhere. In those homicide incidents where the couple reunited after a period of separation due to marital troubles, the victim should be scored as "2 – Married" or "3 – Common-law" (as applicable).

6 ... WIDOWED

Includes all homicides where the victim was widowed from a former legal or common-law spouse (including same-sex partners).

9 ... UNKNOWN

Includes all homicides where the marital status of the victim is unknown at the time of the incident. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why the marital status is unknown. Should police later determine the victim's marital status, this information should be submitted to CCJS for revision.

ABORIGINAL ORIGIN OF VICTIM

DESIGNED TO IDENTIFY IF THE VICTIM WAS A MEMBER OF A MAJOR ABORIGINAL GROUP

This field is used to identify if the victim was a member of at least one major Aboriginal group (i.e. North American Indian, Métis or Inuit/Eskimo). The rule of “predominance” is applicable: the victim must be 50% or greater, by blood, to be included in any of the Aboriginal or First Nations groups; otherwise, score “01 – Non-Aboriginal Origin”.

The possible values for “Aboriginal Origin of Victim” are as follows:

00 ... NOT COLLECTED / RELEASED BY POLICE FORCE

Score “00” if information relating to Aboriginal origin is not collected or released by the investigating police force.

01 ... NON-ABORIGINAL ORIGIN

Includes victims of all non-Aboriginal racial and ethnic origins including those identified as less than 50% Aboriginal (North American Indian, Métis, Inuit/Eskimo) by blood.

02 ... NORTH AMERICAN INDIAN

Includes all victims who are 50% or more North American Indian, by blood.

03 ... MÉTIS

Includes all victims who are 50% or more Métis, by blood.

04 ... INUIT / ESKIMO

Includes all victims who are 50% or more Inuit or Eskimo, by blood.

99 ... UNKNOWN

Includes all homicides where the victim's Aboriginal origin is unknown. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why this field is unknown. Should police later determine the victim's Aboriginal status, this information should be submitted to CCJS for revision.

EMPLOYMENT STATUS OF VICTIM**EMPLOYMENT STATUS OF THE VICTIM ON THE DATE OF THE HOMICIDE INCIDENT**

This field records the employment status of the victim on the date of the homicide incident. Note that persons involved in criminal activities that produce a profit should be scored as "00 – Illegal activities" (e.g. drug traffickers, pimps, prostitutes, members of organized crime groups or street gangs).

A guiding principle to be considered when scoring the employment status of victims who have more than one applicable value (e.g. a student who works part-time) is whether the employment was a factor in the homicide. For example, if a full-time student was killed while working at a convenience store, then the employment status of the victim would be "employed" as opposed to "student". Conversely, if the same victim was killed on campus, the employment status of the victim would be "student".

In situations where more than one employment category applies, but neither are related to the homicide, score the highest ranking employment status. For example, if a prostitute who works part-time was killed by her boyfriend during an argument at home, score "00 – Illegal activities". Details should be explained in the Narrative.

The possible values for "Employment Status of Victim" are as follows:

- 00 ... ILLEGAL ACTIVITIES (e.g. prostitute, drug dealer, gang member)
Includes all persons who earned a profit from criminal activities. Examples include drug traffickers, drug dealers, prostitutes, pimps and members of organized crime groups or street gangs.
- 01 ... EMPLOYED (includes full-time, part-time, casual, self employed)
Includes all persons who had some form of legitimate earnings, or anticipated earnings, generated from the application of their time, skills, or efforts. Includes persons employed on a full-time, part-time or casual basis as well as those who are self-employed.
- 02 ... UNEMPLOYED
Includes all persons (who do not meet the criteria of "03" to "07") who were seeking employment, were laid off or were otherwise not employed but were capable of working. It includes people who were receiving EI payments as well as those who were ineligible for EI and those whose benefits had expired. It also includes those people who were normally involved in illegal activities but who were not active at the time of the homicide incident (e.g. an ex-gang member, a prostitute who attempted to leave the trade, a drug trafficker who attempted to "go clean").

When this value is selected, "Occupation of Victim" should be scored with the victim's former occupation.
- 03 ... LESS THAN 15 YEARS OF AGE (Not in Labour Force)

Includes all persons who were 14 years of age or younger at the time of the homicide incident (even if the young person had a job). Due to age, persons under 14 years of age are not considered to be members of the labour force.

04 ... STUDENT (Not in Labour Force)

Includes all persons (15 years of age or older) whose primary responsibility was the pursuit of formal studies at a college, university or other recognized academic institution. Such persons may have had jobs; however, "04" should be scored unless the homicide occurred while the victim was working (in such a case, score "01 – Employed").

05 ... RETIRED (Not in Labour Force)

Includes all persons who were previously employed, but who had retired due to age, ill health, or other reasons. The key determinant is that the victim was once employed and retired from their last position, without any further intention of seeking another job. Persons injured on the job who retire to a medical pension are included. If persons injured on the job are placed on temporary or permanent medical disability, rather than a medical retirement pension, score "07 – Other".

06 ... HOMEMAKER (Not in Labour Force)

Includes all persons who worked in their home, caring for family members and/or for themselves. Such persons are not "employees" of the residence and are not in business, nor do they have any other jobs, full or part-time, in the labour force.

07 ... OTHER – Specify (e.g., Social Assistance, disability, etc.) (Not in Labour Force)

Includes all persons who do not fit the criteria of "01" to "06". Examples include persons receiving social assistance (i.e. welfare) or long-term medical disability benefits, "street people" who do not engage in any occupation to obtain money, panhandlers, inmates, residents of psychiatric care facilities, persons who never worked and lived off the avails of others and those without a work permit/visa. The reason the person is not in the labour force should be specified in the accompanying text box.

09 ... UNKNOWN

Includes all persons whose employment status is unknown. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why the employment status is unknown. Should police later determine the victim's employment status, this information should be submitted to CCJS for revision.

OCCUPATION OF VICTIM**VICTIM'S OCCUPATION AT THE TIME OF THE HOMICIDE INCIDENT**

This field identifies the occupation, or former occupation, of the victim whenever the "Employment Status" is coded as "00 – Illegal activities", "01 – Employed" or "02 – Unemployed". Should the victim's principal occupation differ from the occupation held immediately prior to becoming unemployed, score the principal occupation. For example, if a bricklayer was laid off and then filled in for a few weeks driving a truck before again being laid off, occupation should be coded as "bricklayer", unless truck driving was a factor in the homicide.

As is the case for Employment Status, when a victim has multiple occupations, the one most relevant and/or related to the homicide should be scored (e.g. a bartender who is also trafficking drugs and gets killed for drug dealing should have "Occupation" scored as "drug trafficker"). If none of the occupations are relevant to the circumstances of the homicide, indicate the occupation that corresponds to the value scored for Employment status.

It is essential that prostitutes, in particular, be identified if that is their normal occupation or if they were engaged in prostitution at the time of the homicide (e.g. the occupation of a full-time student who is killed while working as a part-time prostitute should be scored as "prostitute"). The Employment Status of all prostitutes should be scored as "00 – Illegal activities". Similarly, pimps, bikers, assassins and other illegal occupations should all be scored if that was the victim's occupation or if it was their secondary occupation but related to the homicide (e.g. a part-time assassin killed in retaliation even though his/her primary occupation was as a bouncer).

Occupation includes both legal and illegal employment. Pimps, prostitutes, bikers, assassins and other illegal occupations should all be scored if that was the accused person's occupation or if it was their secondary occupation but related to the homicide.

Provide as much detail on the victim's occupation as possible. For instance if the victim was a teacher, indicate the level of schooling (e.g. high-school teacher). If the victim was a business owner or self-employed indicate the type of business the victim owned (e.g. restaurant owner).

This field should only be scored if "Employment Status of Victim" has been scored as "00 – Illegal Activities", "01 – Employed" or "02 – Unemployed".

The possible values for "Occupation of Victim" are as follows:

SPECIFY

Indicate the primary occupation of the victim or the one related to the homicide.

09 ... UNKNOWN

Includes all homicides where the occupation of the victim is unknown. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why this field is unknown. Should police later determine the victim's occupation, this information should be submitted to CCJS for revision.

VICTIM'S DEATH ASSOCIATED WITH THEIR PROFESSION**WAS THE HOMICIDE RELATED TO THE VICTIM'S OCCUPATION?**

The key question this field seeks to answer is: was the homicide related to the victim's occupation (e.g. police officers, taxi drivers, sales clerks, prostitutes, drug traffickers)? This variable is not an indication of whether or not the victim was working at the time of the homicide nor whether there was any history of violence at work or among colleagues.

In most cases, the victim will have been on the job at the time of the incident, however, there will be some instances where the homicide was occupation-related but the victim was not actually working at the time of the killing (e.g. an off-duty police officer who is killed out of revenge should be coded as "01 – Yes"). Conversely, there will be other unusual instances where a victim is working that should be coded as "02 – No" (e.g. a woman who is killed at work by her husband because of a marital dispute).

The possible values for "Victim's Death Associated With Their Profession" are as follows:

01 ... YES

The victim was killed in part, or in whole, because of their profession (it is not necessary for the victim to have been on the job at the time of the incident). Included in this category are police officers, prison guards, security guards, prostitutes, pimps, drug traffickers, bikers, bouncers, convenience store clerks and bank tellers whose occupation was in some way connected to their death.

02 ... NO

The occupation of the victim was not related to the homicide. Family-related and intimate-partner homicides are usually completely independent of the victim's occupation. It is possible (although unusual) that a victim may have been working at the time of the homicide, yet the killing was not related to their profession.

09 ... UNKNOWN

Includes all homicides where it is unknown whether the victim's death was associated with their profession. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why this field is unknown. Should police later establish whether the homicide was related to the victim's occupation, this information should be submitted to CCJS for revision.

WAS THIS VICTIM RANDOMLY SELECTED?**DID THE ACCUSED PERSON RANDOMLY SELECT THE VICTIM?**

This field seeks to determine whether the homicide was a random killing. A random killing is a one that does not aim to target one specific individual. If solved, it will normally involve the killing of a stranger who is engaging in the normal course of their daily lives or who is "in the wrong place at the wrong time".

If a homicide is scored as random, and the relationship is not scored as stranger, CCJS will follow-up with the investigating officer to determine if the homicide was indeed "random". It would be very unusual for a homicide that was committed by someone known to the victim (i.e. a family member or an acquaintance) to be scored as random. If this is the case, details surrounding the incident must be included in the Narrative.

Not all stranger homicides are random. If the victim is individually targeted in any way (e.g. two strangers at a bar engage in an altercation which culminates into homicide), then it should not be scored as "random".

A homicide may be scored as random even if the victim is selected from a pre-determined group as long as all members of the group have an equal chance of being chosen. For example, if a perpetrator is seeking to kill a female child and abducts and kills a vulnerable girl he happens upon, this homicide would be random if all female children were at risk.

If the homicide is unsolved, it is still possible for a homicide to be scored as "random". This determination should be based upon police investigation and informed judgement.

The possible values for "Was This Victim Randomly Selected" are as follows:

01 ... YES

Includes all homicides in which the victim was selected by the accused on a random basis. It will normally involve the killing of a stranger who is engaging in the normal course of their daily lives or who is "in the wrong place at the wrong time".

02 ... NO

Includes all homicides in which the victim was NOT selected by the accused on a random basis. With few exceptions, these would include homicides committed by someone known to the victim.

09 ... UNKNOWN

Includes all homicides in which police are unable to determine whether the victim was randomly selected or not. This value is most commonly scored when a homicide is unsolved and police are unable to establish the circumstances surrounding the homicide. The Narrative should include full details as to why this field is unknown. Should police later determine whether the homicide was random, this information should be submitted to CCJS for revision.

VICTIM'S PREVIOUS CONVICTION FOR CRIMINAL ACTIVITIES**THE MOST SERIOUS CRIMINAL OFFENCE FOR WHICH THE VICTIM WAS PREVIOUSLY CONVICTED**

This field seeks to determine if the victim had a Canadian criminal record. If the victim had a history of more than one **conviction**, score only the most serious offence. In addition, indicate the source of the criminal record information (normally this will be CPIC).

This field should not be scored for offences for which there was no criminal record created (i.e. no FPS number issued) (e.g. parking, speeding or open liquor offences, summary conviction offences and Federal Statute offences). Score criminal convictions only -- do not score charges that were dropped or stayed. Also, do not score offences committed in another country, unless the victim was convicted of that extra-territorial offence in Canada.

The possible values for "Victim's Previous Conviction for Criminal Activities" are as follows:

88 ... NO PREVIOUS CONVICTION

The victim had no previous Canadian criminal record (no FPS number). The victim may have been convicted of lesser offences (such as open liquor, speeding or parking tickets, summary conviction offences) but if no criminal record exists, as defined by the *Criminal Records Act*, then "88" should be coded.

01 ... HOMICIDE

The victim had a prior conviction for murder, manslaughter, or infanticide. "01" does not include convictions for attempted murder or criminal negligence causing death (score these convictions as "03 – Other Violent Offence").

02 ... ROBBERY

The victim had a prior conviction for a robbery offence.

03 ... OTHER VIOLENT OFFENCE

The victim had a prior conviction for a violent offence other than homicide or robbery. Examples include attempted murder, sexual assault, assault or criminal negligence causing death/bodily harm.

04 ... PROPERTY OFFENCE

The victim had a prior conviction for a property offence. Examples include break & enter, fraud or theft.

05 ... DRUG OFFENCE

The victim had a prior conviction for a drug offence. Examples include trafficking, import/export or production.

06 ... OTHER CRIMINAL CODE OR FEDERAL/PROVINCIAL STATUTE OFFENCE

The victim had a prior conviction for a *Criminal Code* or Federal / Provincial Statute offence, not listed in "01" to "05", that resulted in the creation of, or the addition to, a criminal record (FPS number). Prior convictions for offences (such

as open liquor, speeding/parking tickets, summary conviction CC offences) that did not result in the creation of, or the addition to, an existing criminal record should be scored as “88 – No Previous Conviction”.

99 ... UNKNOWN

Includes all homicides where it is unknown whether the victim had a criminal record. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why this field is unknown. Should police later determine whether the victim had a Canadian criminal record, this information should be submitted to CCJS for revision.

PRIMARY METHOD USED TO CAUSE DEATH**THE PRIMARY METHOD USED TO COMMIT THE HOMICIDE**

This field is designed to capture the primary method used to commit the homicide. **Only one method may be scored.** Should there have been multiple methods used to commit the homicide, score the primary method that led to the victim's death. For example, if a victim were beaten and then shot, score "01 – Shooting" as the apparent cause of death. The Coroner's report is usually the source of information to complete this question. The Narrative should describe the circumstances surrounding the victim's death.

The possible values for "Apparent Cause of Death" are as follows:

- 01 ... SHOOTING
Includes all homicides where the primary cause of death resulted from injuries inflicted by a projectile from any barrelled weapon. Includes deaths caused by fully automatic firearms, handguns, rifles, shotguns, sawed-off rifles/sawed-off shotguns, pellet guns, zip guns, and improvised firearms of any type. Does not include crossbows or longbows (score as "02 – Stabbing").
- 02 ... STABBING
Includes all homicides where the primary cause of death resulted from injuries inflicted by stabbing, piercing, slashing or cutting instruments, tools or weapons. Includes deaths caused by knives, scissors, razors, axes, hatchets, machetes, glass, bayonets, crossbows, longbows and ice picks.
- 03 ... BEATING/BLOW(S)
Includes all homicides where the primary cause of death resulted from the victim having been beaten with hands/feet or with some type of club or blunt instrument. Includes those cases where the primary cause of death results from slipping, falling, or being shoved during a scuffle, as well as victims who are struck (usually in the head) against an object (e.g. table, wall, rock). For children under the age of three years, when death is determined to result from having been shaken, tossed or thrown, score "08 – Shaken Baby Syndrome".
- 04 ... STRANGULATION, SUFFOCATION, DROWNING
Includes all homicides where the primary cause of death resulted from lack of air, caused by an inability to breathe or oxygen deprivation. Includes forced drowning and compressing a person's chest by various means. Weapons normally associated with this cause of death are hands/feet or ligatures. "04" should also be scored in cases when a newborn suffocates on its own secretions because others present did not clear its airway, or when a baby is put into a garbage bag to suffocate.
- 05 ... POISONING OR LETHAL INJECTION
Includes all homicides where the primary cause of death resulted from the administration of a noxious substance. Includes cases of forced carbon monoxide poisoning (apparent in some murder/suicide scenarios), forced drug overdoses (including sleeping pills), injections of too much insulin, injections of air and subjecting the victim to poisonous fumes (except smoke). Also includes those cases where the administration of the noxious substance ultimately results in

suffocation as well as cases where the ingestion of drugs/substances/poisons causes the victim to suffocate on their own vomit. Smoke inhalation that results in suffocation should be scored as "06 – Smoke Inhalation, Burns, Explosive Dismemberment".

06 ... SMOKE INHALATION, BURNS, EXPLOSIVE DISMEMBERMENT

Includes all homicides where the primary cause of death resulted from inhalation of smoke or burns from fire, hot/cold liquids or chemicals. Also included are homicides resulting from explosive dismemberment of the victim caused by a bomb or other explosive device, gas or substance.

07 ... EXPOSURE, HYPOTHERMIA

Includes all homicides where the primary cause of death resulted from exposure or hypothermia because the victim was abandoned or restrained outdoors. In such cases, any wounds sustained or any illnesses (e.g. pneumonia) acquired by the victim prior to abandonment or as a result of being restrained in the outdoors are considered to be secondary to the cause of death. Weapon used to kill the victim should be scored as "88 – No Weapon Used".

08 ... SHAKEN BABY SYNDROME

Includes all homicides committed against a baby (under the age of three years) where the primary cause of death resulted from being shaken, tossed or thrown. Weapon used to kill the victim should be scored as "17 – Hands, Feet, etc". This coding option is not applicable for children three years of age or older (score "03 – Beating/Blows").

09 ... OTHER CAUSE - SPECIFY

Includes all homicides where the primary cause of death cannot be attributed to one of the causes listed in "01" to "08". Examples include fleeing from the perpetrator and falling off a cliff, deliberate electrocution, being struck by a vehicle or being driven off of the road. Another example would be a victim who is attacked and subsequently suffers a heart attack and dies. If "09" is scored, the Narrative should contain detailed information on the primary cause of the victim's death and the circumstances surrounding the incident.

99 ... UNKNOWN

Includes all homicides where the primary cause of death is unknown. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why this field is unknown. Should police later determine the apparent cause of death, this information should be submitted to CCJS for revision.

WEAPON USED TO KILL VICTIM**THE WEAPON PRIMARILY RESPONSIBLE FOR INFlicting DEATH**

This field is used to identify the weapon primarily responsible for inflicting death. Thus, the primary cause of death must be established, and then the weapon most responsible, must be identified. If multiple weapons were used, score the one most responsible for the homicide. It is important to note that hands/feet are considered "weapons" (see "17").

If weapon categories overlap, score the most serious type according to the seriousness of the injury inflicted. For example, if a sawed-off, fully automatic assault rifle was used to commit a homicide, score "01 – Fully Automatic Firearm" in preference to "02 – Sawed-off Rifle/Shotgun".

The possible values for "Weapon Used to Kill Victim" are as follows:

88 ... NO WEAPON USED

Includes homicides in which there was no specific weapon used to kill the victim. Examples include newborns who suffocate on their own secretions because no one present clears the secretions as well as incidents where the victim was frightened, fled and encountered a misadventure, such as falling off a cliff or running into the path of an on-coming vehicle. Victims who die as a result of hypothermia or exposure should also be scored here.

When "88" is scored, skip the subsequent firearm-related questions.

01 ... FULLY AUTOMATIC FIREARM

Includes all fully-automatic firearms, such as machine guns or pistols, selective fire assault rifles, submachine guns and improvised fully-automatic weapons. Fully-automatic firearms fire multiple cartridges with a single press of the trigger. Burst weapons (those that fire groups of shots, usually 3 to 6 at a time) are also considered fully automatic firearms. If registered, a fully-automatic firearm will be listed as a "prohibited weapon" unless it was "grandfathered" in accordance with the provisions of the *Criminal Code* and the *Firearms Act*.

02 ... SAWED-OFF RIFLE / SHOTGUN

Includes all sawed-off rifles and shotguns that are not fully-automatic or have not been modified to be fully-automatic. Sawed-off rifles/shotguns are "prohibited firearms" and cannot be legally registered unless they were "grandfathered" in 1979 or unless their dimensions do not contravene Section 84(1) CC.

03 ... HANDGUN (SEMI-AUTOMATIC/REVOLVER/SINGLE SHOT)

Includes all handguns whether semi-automatic, revolver or single shot. Small calibre rifles that have been modified to be handguns should be scored as "02 – Sawed-off Rifle/Shotgun", rather than "03". Handguns are either "restricted firearms" or "prohibited firearms", depending on such characteristics as barrel length, magazine capacity, calibre, and designation in a Prohibited Weapons Order. Some "prohibited handguns" will be legally registered, due to the "grandfathering" provisions of the applicable legislation. If the handgun is not of commercial or custom manufacture, score "05 – Firearm-like Weapon".

04 ... RIFLE / SHOTGUN

Includes all commercially manufactured rifles, shotguns, and combination guns. Excludes fully-automatic firearms whether so designed or later modified (score as "01 – Fully automatic firearm") as well as those rifles and shotguns that have been sawed-off (score as "02 – Sawed-off rifle/shotgun). Improvised rifles/shotguns should be scored as "05 – Firearm-like Weapon".

05 ... FIREARM-LIKE WEAPON

Includes all improvised firearms, except those created by sawing off a portion of a commercially manufactured firearm (score as "02- Sawed-off Rifle/Shotgun"). This category includes zip guns, flare guns, nail guns, pellet rifles/pistols, pen guns, rivet guns, pop guns and tranquillizer guns. Also includes homemade or prison-made improvised firearms, commonly made of pipe and other non-traditional firearm components. Weapons firing cutting projectiles, such as arrows, should be scored as "08 – Other Piercing / Cutting Instrument".

06 ... OTHER FIREARM - TYPE UNKNOWN

Includes all firearms where the exact make, model or type of firearm used to fire the lethal projectile (bullet, shot pellet, slug) cannot be identified. Many types of projectiles can be fired in rifles, shotguns, and handguns. If the projectile is too badly damaged for the Forensic Laboratory to arrive at a conclusive probable make, model or type of firearm involved, score "06". If the projectile passes through the victim's body and is never recovered, score "06" if the type of firearm cannot be determined.

07 ... KNIFE

Includes only those commercially or custom manufactured cutting implements designated as "knives", such as a kitchen knife, jack knife, switchblade, hunting knife or butcher knife.

08 ... OTHER PIERCING / CUTTING INSTRUMENT

Includes all piercing and cutting implements, other than knives. Examples include hatchets, axes, ice picks, bayonets, arrows from a crossbow or a longbow, garden shears, swords, machetes, improvised shivs (commonly of prison "manufacture"), straight razors or spears.

09 ... CLUB OR BLUNT INSTRUMENT

Includes all articles used to club or beat someone to death. The field "Apparent Cause of Death" must be scored as "03 – Beating / Blows" when this weapon is selected. Examples include baseball bats, axe handles, rocks, tire irons, furniture and sections of pipe. A firearm should be coded as "09" if used as a blunt instrument. If a person is beaten with a bottle and the cause death is determined to be from striking, not blood loss, then "09" should be scored. However, if the bottle shatters on impact, severing blood vessels and the cause of the death is determined to be blood loss, then "08 – Other Piercing/Cutting Instrument" should be scored. "09" should not be scored if the victim is shoved and strikes his/her head or other body part against an object (e.g. rock or table). In such a case, the weapon used should be scored as "17 – Hands, Feet" since the perpetrator did not "use" the object to administer the blow.

10 ... EXPLOSIVES

Includes all explosive devices (other than ammunition) such as a bomb. Excludes Molotov cocktails which are designed to shatter rather than explode and cause damage by spreading accelerant over an area, resulting in death by fire, rather than by explosion.

11 ... FIRE, BOILING LIQUID, ACID

Includes all homicides where the death was caused by fire (including Molotov cocktails), boiling liquids, acids, bases or any other caustic substance. The field "Apparent Cause of Death" must be scored as "06 – Smoke, Inhalation, Burns" when this weapon is selected. Caustic substances that were injected or orally administered (e.g. a victim who is forced to ingest drain cleaner or is misled into drinking a caustic solution) should be scored as "13 – Poison, Drugs, Gas Fumes").

12 ... LIGATURE (e.g., rope, belt, cable)

Includes all ligatures (e.g. rope, belt, cable, chain, wire) used to strangle or suffocate a victim. "Apparent Cause of Death" should be scored as "04 – Strangulation, suffocation, drowning" when ligature is scored.

13 ... POISON, DRUGS, GAS, FUMES

Includes all intentional administrations of illegal drugs/substances (e.g. heroin) as well as legal drugs (e.g. insulin or prescription pills). Also includes those cases where the victim is misled into consuming the poison, drugs, or dangerous chemicals that results in death. Score "13" in those incidents where smoke, carbon monoxide, or another noxious gas or fume is the agent that caused death. This is the value most commonly scored when the "Apparent Cause of Death" should be scored as "05 – Poisoning or Lethal Injection".

14 ... MOTOR VEHICLE

Includes all homicides where a motor vehicle was the primary "weapon" used to cause death (i.e. the motor vehicle was used to strike or crush the victim). When carbon monoxide from a motor vehicle is used to inflict death, score "13 – Poison, Drugs, Gas, Fumes" since it was the gaseous substance, not the vehicle itself, that was the "weapon".

15 ... OTHER WEAPON - SPECIFY

Includes all weapons that are known but not included in "01 to 14" or "17". Examples include electricity, a dog, pillows, plastic bags, socks, rocks, sand or a coat. Specify the type of other weapon in the accompanying text box if "15" is scored.

16 ... OTHER WEAPON - TYPE UNKNOWN (*Discontinued 1991*)

This response category was created only to accommodate pre-1991 Homicide Survey information. **This value is not to be scored**. If this value is scored, CCJS will change it to "99 – Unknown".

17 ... HANDS, FEET, ETC.

Includes all homicides where the "weapon" used to cause death was hands/feet (e.g. beating). When a victim is shoved or pushed and he/she subsequently falls and dies as a result of impacting an object, score "17" since it was the push, not

the object itself, that was the “weapon”. Score “17” when the “Apparent Cause of Death” is “08 – Shaken Baby Syndrome”.

99 ... UNKNOWN

Includes all homicides where the weapon used is unknown. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why this field is unknown. Should police later determine the weapon used to kill the victim, this information should be submitted to CCJS for revision.

WAS THE FIREARM RECOVERED?

WAS THE FIREARM USED IN THE COMMISSION OF THE HOMICIDE RECOVERED BY POLICE?

This field seeks to determine if police recovered the firearm used in the commission of the homicide incident.

The possible values for "Was the Firearm Recovered" are as follows:

1 ... YES

Includes all homicides in which the firearm used in the commission of the homicide was recovered by police.

2 ... NO

Includes all homicides in which the firearm used in the commission of the homicide was NOT recovered by police.

9 ... UNKNOWN

Includes all homicides where it is unknown whether the firearm used was recovered. It would be very unusual to appropriately score this value since investigation should determine whether the firearm was recovered or not. The Narrative should include full details as to why this field is unknown. Should the investigator later establish the recovery status of the firearm, this information should be submitted to CCJS.

STATUS OF THE RECOVERED FIREARM**RECOVERY STATUS OF THE FIREARM USED TO COMMIT THE HOMICIDE**

This field is designed to determine if the owner of the firearm used to commit the homicide was in possession of the firearm (or had authorized its loan) or whether it had been lost or stolen. This field is only to be scored when a firearm was used in the commission of the homicide and that firearm has been recovered (whether registered or not).

If more than one recovered firearm was involved in the commission of the homicide, each with a different owner, score only one value: the one ranking highest in the list (i.e. "00" in preference to "01"; "01" in preference to "02", etc).

The possible values for "Status of the Recovered Firearm" are as follows:

0 ... IN POSSESSION OF OWNER, LOANED / BORROWED

To be scored when the recovered firearm used in the homicide was in possession of the owner or the owner authorized its loan to the accused. It is immaterial whether or not the firearm was registered or whether the owner possessed a valid FAC or Firearms License.

1 ... STOLEN

To be scored when the owner of the recovered firearm (registered or not) used in the homicide reports that it had been stolen.

2 ... LOST OR MISSING

To be scored when the owner of the recovered firearm (registered or not) used in the homicide reports that it was lost or missing.

9 ... UNKNOWN

To be scored when the status of the recovered firearm (registered or not) used in the homicide is unknown. This value is most commonly scored when the owner of the firearm cannot be contacted. This may happen because the owner is deceased, has moved from the address listed on the registration certificate, or the original owner sold the firearm and the new owner cannot be traced. The Narrative should include full details as to why this field is unknown. Should police later establish the status of the recovered firearm, this information should be submitted to CCJS for revision.

WAS THE FIREARM REGISTERED WITH THE CANADIAN FIREARMS REGISTRY?

WAS THE FIREARM USED IN THE COMMISSION OF THE HOMICIDE REGISTERED AND, IF SO, WHAT WAS THE CERTIFICATE NUMBER?

This field is designed to capture information on the registration status of a firearm used in the commission of a homicide. Investigators who recover a firearm with a legible serial or registration sticker number must query the firearm to determine if it is registered and, if so, provide the registration number from the firearms registration certificate.

This field should not be scored with the serial number of the firearm.

The possible values for "Firearm Registration" are as follows:

1 ... YES - CERTIFICATE NUMBER

Score this value if the firearm is registered. In the accompanying text box, supply the registration number obtained from querying the firearm on the applicable firearms registry database.

2 ... NO

Score this value if the firearm is not registered (i.e. when the registration query is negative on the applicable firearms registration database).

9 ... UNKNOWN

To be scored when the firearm involved in the incident cannot be identified positively. "09" should also be scored when the lack of identifying markings on the recovered firearm precludes determining whether the firearm is registered. The Narrative should include full details as to why this field is unknown. Should police later determine the registration status of the firearm, this information should be submitted to CCJS for revision.

OWNER OF THE FIREARM

WHO WAS THE OWNER OF THE FIREARM USED IN THE COMMISSION OF THE HOMICIDE INCIDENT?

This field is designed to determine whether the victim, the accused, or another subject was the owner of the firearm used in the commission of the homicide offence. "Owner" is defined as the legal owner of the firearm – the person to whom the firearm is registered or the person to whom the firearm would be registered, if it were registered. The "owner" does not refer to persons who may simply be in lawful possession of the firearm (i.e. to whom the firearm was loaned by the legal owner).

The possible values for "Owner of the Firearm" are as follows:

1 ... CHARGEABLE SUSPECT

To be scored when the owner of a firearm used in the commission of the homicide offence is the accused person.

2 ... VICTIM

To be scored when the owner of a firearm used in the commission of the homicide offence(s) is the victim of the homicide or one of the victims of a multiple homicide. Note that in those instances where the owner of the firearm is the accused person who commits suicide, score "01 – Chargeable Suspect".

3 ... OTHER

To be scored when the owner of a firearm used in the commission of the homicide offence or offences is neither the victim(s) nor the accused(s) involved in the homicide(s). This would most commonly be scored when the firearm was stolen.

9 ... UNKNOWN

To be scored when the owner of a firearm used in the commission of the homicide offence(s) is unknown. "09" is most frequently scored when the firearm is not recovered or ownership of the recovered firearm cannot be ascertained. The Narrative should include full details as to why this field is unknown. Should police later determine ownership of the firearm, this information should be submitted to CCJS for revision.

DOES THE CHARGEABLE SUSPECT POSSESS A VALID FIREARMS LICENSE?

DID THE ACCUSED POSSESS A VALID FIREARMS LICENSE FOR THE FIREARM USED TO COMMIT THE HOMICIDE?

This field is designed to determine whether the accused person possessed a valid Firearms License (Possession and/or Acquisition) at the time of the incident. This field is only to be scored when a firearm is used in the commission of the homicide. Otherwise, skip this field even if the accused possessed a valid Firearms License.

The possible values for “Chargeable Suspect’s Possession of a Valid Firearms License” are as follows:

1 ... YES

To be scored when the accused person possessed a valid Firearms License at the time of the incident.

2 ... NO

To be scored when the accused person did not possess a valid Firearms License at the time of the incident.

9 ... UNKNOWN

To be scored when it is unknown whether the accused possessed a valid Firearms License at the time of the incident. “09” is most commonly scored when an accused person has not been identified. The Narrative should include full details as to why this field is unknown. Should police later determine whether the accused possessed a valid Firearms License, this information should be submitted to CCJS for revision.

CLASSIFICATION OF THE IDENTIFIED WEAPON**THE CLASSIFICATION STATUS OF THE IDENTIFIED WEAPON USED TO CAUSE DEATH IN THE HOMICIDE INCIDENT**

This field should be scored whenever an identifiable weapon (such as a firearm, knife or axe) is involved in the commission of a homicide. If multiple weapons are involved in the homicide offence(s), score this field based on the weapon primarily responsible for causing the victim's death (i.e. the weapon scored in "Weapon Used to Kill Victim").

The possible values for "Classification of the Identified Weapon" are as follows:

1 ... RESTRICTED

To be scored for any firearm, weapon, device or part of a weapon declared by Section 84(1) CC to be a "restricted firearm", a "restricted weapon", or declared by Regulation to be "restricted".

2 ... PROHIBITED

To be scored for any firearm, weapon, device or part of a weapon declared by Section 84(1) CC to be a "prohibited device", a "prohibited firearm", a "prohibited weapon", or declared by Regulation to be "prohibited". Examples include switchblades and brass knuckles.

3 ... NEITHER RESTRICTED NOR PROHIBITED

To be scored when the weapon primarily responsible for causing the victim's death is neither "restricted" nor "prohibited" as declared by Section 84(1) CC. "03" will commonly be scored for non-firearm homicides and those firearm homicides committed with standard hunting rifles and shotguns.

9 ... UNKNOWN

To be scored when the classification of the weapon primarily responsible for causing the victim's death is unknown. "9" is commonly scored when the weapon is not recovered or cannot be identified. However, this field should be scored if a pathologist or a forensic laboratory specialist is able to provide a probable make and type of the weapon. The Narrative should include full details as to why this field is unknown. Should police later establish the classification status of the weapon, this information should be submitted to CCJS for revision.

CONSUMPTION OF ALCOHOL, DRUG OR INTOXICATING SUBSTANCE BY VICTIM

IDENTIFIES WHETHER THE VICTIM HAD CONSUMED ANY ALCOHOL, DRUGS, OR OTHER INTOXICATING SUBSTANCE PRIOR TO THE HOMICIDE

The purpose of this field is to identify whether the victim had consumed, inhaled, injected or was administered any amount of alcohol, drugs, or other intoxicating substance prior to his/her death. The amount consumed is irrelevant as long as the intent was to become intoxicated.

Normal medications, taken within prescribed or normal dosages for therapeutic purposes should not be included. For example, a victim who was legitimately prescribed an anti-depressant medication and took a normal therapeutic dose in the hours before his/her death should be scored as "08 – No Alcohol or Drug Consumed", since neither alcohol nor drug use/abuse was a contributing factor in the homicide offence.

Drugs or alcohol that are administered to a victim and used as the method to commit the homicide should be scored as "08 – No Alcohol or Drug Consumed" since the intent was not to become intoxicated. For example, a person who is poisoned with sleeping pills should not be coded as having consumed drugs since the intent was to commit homicide not to intoxicate the victim.

Only one value may be scored. If more than one value is applicable, then the highest ranking should be scored. For example, "01 – Both Alcohol and Drug Consumption" should be scored in preference to "04 – Consumption of Intoxicating Substance" in a situation where the victim drank beer and sniffed glue.

The possible values for "Consumption of Alcohol, Drug or Intoxicating Substance by Victim" are as follows:

8 ... NO ALCOHOL OR DRUG CONSUMED

To be scored when the victim did not consume drugs or alcohol with the intent of becoming intoxicated to some degree. "08" should also be scored when the victim has consumed over-the-counter or prescription medication at therapeutic dosages for a medical condition.

1 ... BOTH ALCOHOL AND DRUG CONSUMPTION

To be scored when the victim consumed or was administered drugs **and** alcohol with the intent of becoming intoxicated. "Alcohol" includes methanol (wood alcohol) as well as ethanol. The drugs could have been legal or illegal drugs. If the consumption of legal drugs was within therapeutic dosages and the drugs were taken for a medical condition, then score "02 – Alcohol Consumption Only" when toxicological screens reveal the presence of both alcohol and legal drugs (pharmaceutical products).

2 ... ALCOHOL CONSUMPTION ONLY

To be scored when the victim consumed or was administered alcohol (ethanol or methanol [wood alcohol]), with the intent of becoming intoxicated.

3 ... DRUG CONSUMPTION ONLY

To be scored when the victim consumed or was administered drugs, legal or illegal, with the intent of becoming intoxicated. If the victim consumed drugs only in therapeutic dosages for a medical condition, then score "08 – No Alcohol or Drug Consumed", if alcohol was not present. Do not include such substances as glue, solvents or gasoline as "drugs"; instead, score "04 – Consumption of an Intoxicating Substance".

4 ... CONSUMPTION OF AN INTOXICATING SUBSTANCE - INHALANT, ETC.

To be scored when the victim consumed or was administered an intoxicating substance other than alcohol or a conventional legal or illegal drug. "04" is primarily designed to capture such substances as glue, gas, aerosol (e.g. hair spray, Pam) and solvents.

5 ... CONSUMPTION OF AN INTOXICANT - TYPE UNKNOWN

To be scored when there is reason to believe that the victim had consumed an intoxicating substance of an unknown type. Given that a toxicological examination will normally be able to determine the type of intoxicant, the Narrative should include full details as to why "05" has been scored. Should the investigator later establish the type of intoxicant consumed by the victim, this information should be submitted to CCJS for revision.

9 ... UNKNOWN

To be scored in those instances where it is unknown whether the victim consumed intoxicating substances prior to death. This value is most commonly scored when an unidentified homicide victim is found and the identity of the victim is unknown. The Narrative should include full details as to why this field is unknown. Should police later establish whether an intoxicant had been consumed by the victim (i.e. the investigator receives a toxicological report), this information should be submitted to CCJS for revision.

BLOOD ALCOHOL LEVEL OF VICTIM

THE LEVEL OF BLOOD-ALCOHOL IF ALCOHOL WAS DETECTED IN THE BLOOD OR URINE OF THE VICTIM

Score this field only if "Consumption of Alcohol, Drug or Intoxicating Substance by Victim" is scored with "01 – Both alcohol and drug consumption", "02 – Alcohol consumption only" or "09 - Unknown"; otherwise, skip this field.

If alcohol is detected in the blood or urine of the victim, this field should be scored with the level in milligrams of alcohol per 100 millilitres of blood.

The possible values for "Blood Alcohol Level of Victim" are as follows:

SPECIFY

Enter the blood-alcohol level of the victim, zero-padded to the left (e.g. a blood-alcohol level of ".10" would be scored as "010") in the text box.

999 ... UNKNOWN

To be scored when "Consumption of Alcohol, Drug or Intoxicating Substance by Victim" is scored as "09 - Unknown" or when results from a toxicological examination are unavailable. The Narrative should include full details as to why this field is unknown. Should police later establish whether an intoxicant had been consumed by the victim (i.e. the investigator receives a toxicological report), this information should be submitted to CCJS for revision.

VICTIM WAS FIRST TO USE OR FIRST TO THREATEN TO USE PHYSICAL FORCE OR VIOLENCE IN THIS HOMICIDE

DID THE VICTIM INITIATE THE THREAT AND/OR USE OF FORCE OR VIOLENCE THAT ULTIMATELY RESULTED IN THE HOMICIDE

This field is designed to establish whether the victim initiated the threat and/or use of force that ultimately resulted in the death of the victim in relation to the homicide incident. Unlike most of the questions on the Homicide Survey, this question is not time-sensitive. The victim should be considered the instigator or the first to use/threaten force if: (1) the victim's threats or violence precipitated or escalated the homicide during the actual homicide incident; or, (2) the victim's previous use of threats or violence resulted in the accused committing the homicide to eliminate the threat.

An example where the victim should be scored as being the first to threaten to use force prior to the homicide incident would be the case of a husband who repeatedly threatens or strikes his wife who then kills him at a later date (i.e. Battered Wife Syndrome). In such cases, this field should be scored as "01 – Yes", since the victim was the first to threaten to use force or violence and the threat led the accused to commit the homicide.

Generalized, non-specific animosity or competition between individuals or rival gangs does not automatically render the homicide victim as the first to use or threaten violence. For example, in the case of "turf wars" (i.e. between rival organized crime groups, street gangs or drug rings) this field should be scored as "02 – No" unless there was a specific incident between the victim and the accused that led to the homicide.

The possible values for "Victim was First to Use or First to Threaten to Use Physical Force or Violence in this Homicide" are as follows:

1 ... YES

To be scored when the victim was the first to use or threaten to use physical force or violence in relation to this homicide incident, even if the threat(s) or violence are not contemporaneous with the incident. There must be a direct link between the use of or threats of force or violence by the victim and the homicide.

2 ... NO

To be scored when the victim did not instigate or initiate the homicide incident by threatening or using violence against the accused. Also includes a victim who is targeted solely because of his/her membership in a specific gang or group, rather than any specific hostile interaction involving threats or the use of force or violence by the victim.

9 ... UNKNOWN

To be scored when the details of the interactions between the accused and the homicide victim are unknown. This will normally be the case with unsolved homicides as well as those homicide incidents where the police are unable to obtain a statement from the accused person and/or possible witnesses. The Narrative should include full details as to why this field is unknown. Should police later establish whether the victim was the first to use or threaten force, this information should be submitted to CCJS for revision.

CLOSEST CHARGEABLE SUSPECT-VICTIM RELATIONSHIP

IDENTIFIES THE CLOSEST RELATIONSHIP BETWEEN THE ACCUSED AND THE VICTIM AT THE TIME OF THE HOMICIDE INCIDENT

This field has two elements: (1) the Chargeable Suspect Number and (2) the relationship between the accused and the victim (when an accused person has been identified).

Among cases where an accused has been identified, the Chargeable Suspect Number should always be scored as "001". This number should then match the Chargeable Suspect Number on the Accused Questionnaire and refer to the person with the closest relationship to the victim. Among cases of multiple accused, the accused person with the closest relationship to the victim should always be listed as "001" (as accused persons should always be listed in descending order of closest relationship to the victim). If the investigating officer does not order the Accused Questionnaires in this way, CCJS will re-order them.

Among cases where an accused person cannot be identified, score "88 – No Chargeable Suspect" and do not complete an Accused Questionnaire. Should an accused later be identified by police, this information should be submitted to CCJS along with a completed Accused Questionnaire and any updates to the Incident and Victim Questionnaires (e.g. "clearance status", "relationship").

This field should be completed even if the accused person committed suicide subsequent to the homicide incident.

The possible values for "Chargeable Suspect Number" are as follows:

NUMBER

When an accused person has NOT been identified, leave this cell blank. Otherwise, when an accused person has been identified, enter "001". This number should match the Chargeable Suspect Number on the Accused Questionnaire and refer to the accused person who had the closest relationship to the victim.

88 ... NO CHARGEABLE SUSPECT

To be scored when an accused person has not been identified (i.e. charges have neither been laid nor recommended nor was the incident cleared by suicide or otherwise). "Clearance Status" on the Incident Questionnaire should be scored as "04 – Not Cleared" and an Accused Questionnaire should not be completed.

The second element of this field indicates the relationship between the closest accused (assuming an accused has been identified) and the victim at the time of the homicide incident. It is important to highlight the direction of the relationship – **score according to the accused person's relationship to the victim not vice versa**. In other words, complete the following phrase: "the victim was killed by..."

Only one value may be scored – the closest relationship. If more than one value is applicable, then the highest ranking should be scored. For example, "27 – Close Friend" should be scored in preference to "31 – Criminal Relationship" should both be applicable.

The possible values for “Closest Chargeable Suspect – Victim Relationship” are as follows:

01 ... HUSBAND (legally married)

To be scored when the accused person with the closest relationship to the victim was her husband to whom she was legally married and usually cohabiting at the time of the homicide. To score “01”, the investigator must be satisfied that: (1) there was a legal marriage; and, (2) there was no separation (temporary or permanent) in place at the time of the homicide incident. If the victim was not living in the marital home at the time of the homicide (e.g. in a nursing home or hospital, visiting friends or relatives, on vacation, **in jail**) but there is no indication that a separation (temporary or permanent) had occurred, score “01”. If the victim threatened to leave and separate from her legal husband and was subsequently killed by him during the argument, then score “01” as no separation had yet occurred.

If the victim had left or fled her accused legal husband and was separated, even if only for hours, score “03 – Separated husband”. Score “03 – Separated husband” in those situations where the victim had fled to a Women’s Shelter and was killed by her husband while a resident there (even if she had planned to return to him) since they were temporarily separated at the time of the homicide.

02 ... COMMON-LAW HUSBAND

To be scored when the accused person with the closest relationship to the victim was her common-law husband with whom she was in a common-law relationship and usually cohabiting at the time of the homicide. To score “02”, the investigator must be satisfied that: (1) there was a legal common-law marriage; and, (2) there was no separation (temporary or permanent) in place at the time of the homicide incident. If the victim was not living in the marital home at the time of the homicide (e.g. in a nursing home or hospital, visiting friends or family, on vacation, **in jail**) but there is no indication that a separation (temporary or permanent) had occurred, score “02”. If the victim threatened to leave and separate from her common-law husband and was subsequently killed by him during the argument, then score “02” as no separation had yet occurred.

If the victim had left or fled her accused common-law husband and was separated, even if only for hours, score “04 – Separated common-law husband”. Score “04 – Separated common-law husband” in those situations where the victim had fled to a Women’s Shelter and was killed by her common-law husband while a resident there (even if she had planned to return to him) since they were temporarily separated at the time of the homicide.

03 ... SEPARATED HUSBAND

To be scored when the accused person with the closest relationship to the victim was her husband (legal) from whom the victim was separated (temporary or permanent) at the time of the homicide incident. To score "03", the investigator must be satisfied that: (1) a legal marriage had existed; and, (2) that the accused and his legal wife were separated at the time of the homicide on either a legal or informal basis. The separation could have been temporary (even for only a few hours preceding the homicide) or permanent. If the victim had a formal separation agreement, endorsed by a Court that had not been rescinded at the time of the homicide, even though the victim had resumed a relationship with the accused and may even have been living with him, score "03" since the legal status of the victim was "separated" at the time of the homicide. If, on the other hand, the accused and the victim had only informally separated for a period of time, but then had resumed their relationship at the time of the homicide offence, score "01 – Husband".

If the victim threatened to leave and separate from her husband and was subsequently killed by him during the argument, then score "01 - Husband" as no separation had yet occurred.

Score "05 – Divorced Husband" if the Court had issued a preliminary or permanent divorce decree dissolving the spousal relationship, regardless of whether the victim had resumed the relationship or had even taken up common-law residence again with the accused.

04 ... SEPARATED COMMON-LAW HUSBAND

To be scored when the accused person with the closest relationship to the victim was her separated common-law husband from whom the victim was separated (temporary or permanent) at the time of the homicide incident. To score "04", the investigator must be satisfied that: (1) a common-law relationship had existed; and, (2) that the accused and his common-law wife were separated at the time of the homicide. The separation could have been temporary (even for only a few hours preceding the homicide) or permanent.

If the victim threatened to leave and separate from her common-law husband and was subsequently killed by him during the argument, then score "02 – Common-law husband" as no separation had yet occurred.

05 ... DIVORCED HUSBAND

To be scored when the accused person with the closest relationship to the victim was her divorced husband, pursuant to provincial or territorial law. To score "05", there must have been a divorce decree, either preliminary or final, that legally dissolved the spousal relationship between the accused and the victim. It is immaterial whether the accused and the victim had resumed a relationship and/or resumed cohabiting. The fact that there was an existing divorce decree that had not been rescinded at the time of the homicide establishes the "divorced" status of the accused.

06 ... WIFE (legally married)

To be scored when the accused person with the closest relationship to the victim was his wife to whom he was legally married and usually cohabiting at the time of

the homicide. To score "06", the investigator must be satisfied that: (1) there was a legal marriage; and, (2) there was no separation (temporary or permanent) in place at the time of the homicide incident. If the victim was not living in the marital home at the time of the homicide (e.g. in a nursing home or hospital, visiting friends or relatives, on vacation, **in jail**) but there is no indication that a separation (temporary or permanent) had occurred, score "06". If the victim threatened to leave and separate from his legal wife and was subsequently killed by her during the argument, then score "06" as no separation had yet occurred.

If the victim had left or fled his accused legal wife and was separated, even if only for hours, score "08 – Separated wife". Score "08 – Separated wife" in those situations where the victim had moved to another residence and was killed by his wife while living there (even if he had planned to return to her) since they were temporarily separated at the time of the homicide.

07 ... COMMON-LAW WIFE

To be scored when the accused person with the closest relationship to the victim was his common-law wife with whom he was in a common-law relationship and usually cohabiting at the time of the homicide. To score "07", the investigator must be satisfied that: (1) there was a legal common-law marriage; and, (2) there was no separation (temporary or permanent) in place at the time of the homicide incident. If the victim was not living in the marital home at the time of the homicide (e.g. in a nursing home or hospital, visiting friends or family, on vacation, **in jail**) but there is no indication that a separation (temporary or permanent) had occurred, score "07". If the victim threatened to leave and separate from his common-law wife and was subsequently killed by her during the argument, then score "07" as no separation had yet occurred.

If the victim had left or fled his accused common-law wife and was separated, even if only for hours, score "09 – Separated common-law wife". Score "09" in those situations where the victim had fled to a residence and was killed by his common-law wife while living there (even if he had planned to return to her) since they were temporarily separated at the time of the homicide.

08 ... SEPARATED WIFE

To be scored when the accused person with the closest relationship to the victim was his wife (legal) from whom the victim was separated (temporary or permanent) at the time of the homicide incident. To score "08", the investigator must be satisfied that: (1) a legal marriage had existed; and, (2) that the accused and her legal husband were separated at the time of the homicide on either a legal or informal basis. The separation could have been temporary (even for only a few hours preceding the homicide) or permanent. If the victim had a formal separation agreement, endorsed by a Court that had not been rescinded at the time of the homicide, even though the victim had resumed a relationship with the accused and may even have been living with her, score "08" since the legal status of the victim was "separated" at the time of the homicide. If, on the other hand, the accused and the victim had only informally separated for a period of time, but then had resumed their relationship at the time of the homicide offence, score "06".

If the victim threatened to leave and separate from his legal wife and was subsequently killed by her during the argument, then score "06 – Wife" as no separation had yet occurred.

Score "10 – Divorced wife" if the Court had issued a preliminary or permanent divorce decree dissolving the spousal relationship, regardless of whether the victim had resumed the relationship or had even taken up common-law residence again with the accused.

09 ... SEPARATED COMMON-LAW WIFE

To be scored when the accused person with the closest relationship to the victim was his separated common-law wife from whom the victim was separated (temporary or permanent) at the time of the homicide incident. To score "09", the investigator must be satisfied that: (1) a common-law relationship had existed; and, (2) that the accused and his common-law husband were separated at the time of the homicide. The separation could have been temporary (even for only a few hours preceding the homicide) or permanent.

If the victim threatened to leave and separate from his common-law wife and was subsequently killed by her during the argument, then score "07 – Common-law wife" as no separation had yet occurred.

10 ... DIVORCED WIFE

To be scored when the accused person with the closest relationship to the victim was his divorced wife, pursuant to provincial or territorial law. To score "10", there must have been a divorce decree, either preliminary or final, that legally dissolved the spousal relationship between the accused and the victim. It is immaterial whether the accused and the victim had resumed a relationship and/or resumed cohabiting. The fact that there was an existing divorce decree that had not been rescinded at the time of the homicide establishes the "divorced" status of the accused.

11 ... SAME-SEX SPOUSE (legal or common-law)

To be scored when the accused person with the closest relationship to the victim was his/her legal or common-law same sex spouse to whom the victim was legally married or in a common-law relationship with and usually cohabiting at the time of the homicide. To score "11", the investigator must be satisfied that: (1) there was a legal marriage or common-law relationship; and, (2) there was no separation (temporary or permanent) in place at the time of the homicide incident. If the victim was not living in the marital home at the time of the homicide (e.g. in a nursing home or hospital, visiting friends or relatives, on vacation) but there is no indication that a separation (temporary or permanent) had occurred, score "11". If the victim threatened to leave and separate from his legal wife and was subsequently killed by her during the argument, then score "11" as no separation had yet occurred.

To score "11", the investigator must be satisfied that the victim and the accused did **cohabit** for a period of time and that their relationship was not casual. If the accused and the victim were involved in a casual same sex relationship (i.e. were not cohabitating), score "26 – Same sex relationship".

If the victim had left or fled the accused and was separated, even if only for hours, score "12 – Ex-same-sex spouse". Score "12 – Ex-same-sex spouse" in those situations where the victim had moved to another residence and was killed by the accused while living there (even if the victim had planned to return to the residence) since they were temporarily separated at the time of the homicide.

If the victim threatened to leave and separate from his/her partner and was subsequently killed during the argument, then score "11 – Same-sex spouse" as no separation had yet occurred.

12 ... EX-SAME-SEX SPOUSE (separated or divorce)

To be scored when the accused person with the closest relationship to the victim was the victim's separated or divorced same sex spouse from whom the victim was separated (temporary or permanent) or divorced at the time of the homicide incident. To score "12", the investigator must be satisfied that: (1) a legal marriage or common-law relationship had existed; and, (2) that the accused and the victim were separated (on either a legal or informal basis) or divorced (either preliminary or final).

13 ... FATHER

To be scored when the accused person with the closest relationship to the victim was the victim's father. Father is defined as a biological or legally adoptive father.

In a case where both parents kill their child, score the relationship according to the accused who most contributed to the death of the victim. Where this cannot be determined, score the highest ranking relationship. For example, if a mother and father contribute equally to the homicide of their child, score "13 – Father" as the closest relationship. Details should be explained in the Narrative.

14 ... STEP-FATHER

To be scored when the accused person with the closest relationship to the victim was the victim's step-father. "Step-father" is defined as a legal guardian (excluding an adoptive father), a foster parent, and a spouse (including a common-law spouse) of the victim's biological or adoptive parent. In the case of a homicide committed by a current or estranged lover of a biological or adoptive parent, score "37 – Other", unless the accused had a relationship with the victim that is better described by one of the other values.

15 ... MOTHER

To be scored when the accused person with the closest relationship to the victim was the victim's mother. "Mother" is defined as a biological or legally adoptive mother.

In a case where both parents kill their child, score the relationship according to the accused who most contributed to the death of the victim. Where this cannot be determined, score the highest ranking relationship. For example, if a mother and father contribute equally to the homicide of their child, score "13 – Father" as the closest relationship. Details should be explained in the Narrative.

16 ... STEP-MOTHER

To be scored when the accused person with the closest relationship to the victim was the victim's step-mother. "Step-mother" is defined as a legal guardian (excluding an adoptive mother), a foster parent, and a spouse (including a common-law spouse) of the victim's biological or adoptive parent. In the case of a homicide committed by a current or estranged lover of a biological or adoptive parent, score "37 – Other", unless the accused had a relationship with the victim that is better described by one of the other values.

17 ... SON

To be scored when the accused person with the closest relationship to the victim was the victim's son. "Son" is defined to as a biological or adoptive male child of the victim.

18 ... STEP-SON

To be scored when the accused person with the closest relationship to the victim was the victim's step-son. "Step-son" is defined as a non-biological male child (excluding an adoptive male child) such as a foster male child, and a male child of the accused person's legal or common-law partner.

19 ... DAUGHTER

To be scored when the accused person with the closest relationship to the victim was the victim's daughter. "Daughter" is defined as a biological or adoptive female child of the victim.

20 ... STEP-DAUGHTER

To be scored when the accused person with the closest relationship to the victim was the victim's step-daughter. "Step-daughter" is defined as a non-biological female child (excluding adoptive female child), such as a foster female child, and a female child of the accused person's legal or common-law partner.

21 ... BROTHER

To be scored when the accused person with the closest relationship to the victim was the victim's brother. "Brother" is defined as a biological male child born of one or both of the same parents as the victim, an adoptive male child of the same parent or parents as the victim, a foster brother of the victim and a step-brother of the victim.

22 ... SISTER

To be scored when the accused person with the closest relationship to the victim was the victim's sister. "Sister" is defined as a biological female child born of one or both of the same parents as the victim, an adoptive female child of the same parent or parents as the victim, a foster sister of the victim and a step-sister of the victim.

23 ... OTHER FAMILY

To be scored when the accused person with the closest relationship to the victim is a family member not listed in "01" to "22". Included in "Other family" are nieces, nephews, grandchildren, brothers-in-law, sisters-in-law, fathers-in-law, mothers-in-law, aunts, uncles, cousins and any other member related by blood, marriage (including common-law) or adoption. "Other family" also includes the relatives of

divorced and separated spouses, including current or former same sex spouses with whom the victim had a cohabiting relationship.

24 ... BOYFRIEND

To be scored when the accused person with the closest relationship to a female victim is a male with whom the victim was involved in a romantic relationship but with whom she was not cohabiting at the time of the homicide. "24" is only to be scored for current boyfriends. Former boyfriends should be scored as "28 – Ex-boyfriend / girlfriend". "Boyfriend" applies only to heterosexual relationships (i.e. score past or current male boyfriends of male victims as "26 – Same sex relationship").

25 ... GIRLFRIEND

To be scored when the accused person with the closest relationship to a male victim is a female with whom the victim was involved in a romantic relationship but with whom he was not cohabiting at the time of the homicide. "25" is only to be scored for current girlfriends. Former girlfriends should be scored as "28 – Ex-boyfriend / girlfriend". "Girlfriend" applies only to heterosexual relationships (i.e. score past or current female girlfriends of female victims as "26 – Same Sex Relationship").

26 ... SAME SEX RELATIONSHIP

To be scored when the accused person with the closest relationship to a male or female victim is a same sex with whom the victim had a current romantic homosexual relationship, but with whom the victim was not cohabiting at the time of the homicide or with whom the victim did not cohabit in the past in the case of a past relationship.

27 ... EXTRA-MARITAL LOVER

To be scored when the accused person with the closest relationship to a victim is the accused person's extra-marital lover (including same sex extra-marital lover). The investigator must establish that the victim was married (including common-law) at the time of the homicide to someone other than the accused person, and that the victim and the accused were engaged, or did engage, in a sexual relationship. For example, a married man who kills his lover should be scored as "27".

Do not score "27" in those cases where the victim or the accused is not one of the people involved in the love affair. For example, a woman who kills her husband *because* he is having an affair should not be scored as "27" (this relationship should be scored as "06 – Wife" (or as applicable). Similarly, a woman who kills her husband's lover should be scored as "36 – Stranger (or as applicable)".

28 ... EX-BOYFRIEND / GIRLFRIEND

To be scored when the accused person with the closest relationship to a male or female victim is a former homosexual or heterosexual boyfriend or girlfriend, as defined by "24 – Boyfriend" or "25 – Girlfriend" or "26 – Same Sex Relationship".

29 ... OTHER INTIMATE RELATIONSHIP

To be scored when the accused person with the closest relationship to a victim is a person with whom the victim had a sexual relationship or a mutual sexual attraction but to which none of the preceding values ("01" to "28") apply. "29" is most commonly scored in homicide incidents where the accused had a "one-night stand" or a brief sexual relationship with the victim. In those cases where the accused and the victim were involved in a prostitution-related relationship, score "34 – Criminal Relationship" rather than "29".

30 ... CLOSE FRIEND

To be scored when the accused person with the closest relationship to the victim is a person with whom the victim had a close, personal, non-sexual friendship. Generally, the friendship between the accused and the victim has a long history and the victim and accused knew each other for a lengthy period of time. Also includes homicides that are committed by the boyfriend or girlfriend of a child's parent.

31 ... NEIGHBOUR

To be scored when the accused person with the closest relationship to the victim is a person who lived in close proximity to the victim's residence (e.g. in the same apartment building, complex, shelter or whose home was located nearby). It is necessary for the victim and the accused to have known each other and to have encountered one another on at least an infrequent basis lives. If the victim and the accused were close friends, score "30 – Close Friend" or one of the other preceding values (as appropriate) in preference to "31". If the victim and the accused lived in the same neighbourhood but did not know each other, score "36 – Stranger".

32 ... AUTHORITY FIGURE

To be scored when the accused person with the closest relationship to the victim was an authority figure to the victim. "Authority Figures" include such persons as teachers, doctors, baby-sitters, coaches, clergy, home-care workers, Big Brothers/Big Sisters and personal nurses. Score "32" only when the preceding values "1" to "31" are not applicable to the accused-victim relationship. Landlords and employers are to be scored as "33 – Business Relationship" rather than "32".

33 ... BUSINESS RELATIONSHIP

To be scored when the accused with the closest relationship to the victim was a person with whom the victim had some form of legitimate business relationship and the accused-victim relationship is not better described by one of the values from "1" to "32". Included in the "Business relationship" category are those accused persons who were landlords or tenants, employees, supervisors or coworkers of the victim, business partners of the victim and customers. If the victim and the accused were close friends, score "30 – Close friend" or one of the other preceding values (as appropriate) in preference to "33". If the business relationship was illegitimate (e.g. drug-related, prostitution-related), score "34 – Criminal relationship".

34 ... CRIMINAL RELATIONSHIP

To be scored when the accused person with the closest relationship to the victim was a person with whom the victim had a criminal relationship. Included in the "Criminal relationship" category are those who had a "customer"/prostitute

relationship as well as those who had a drug trafficker/dealer/customer relationship or knew each other because of gang affiliation. Also included in "34" are all cases where the accused and the victim conspired or engaged in any criminal activity together, providing that the relationship between the victim and the accused cannot be better described by values "1" to "33". A "hit man" working for someone with whom the victim had a criminal relationship should also be scored as "34" even if the victim had no direct criminal relationship with the "hit man" or may not have actually known the accused "hit man".

35 ... CASUAL ACQUAINTANCE

To be scored when the accused person with the closest relationship to the victim was a person known to the victim and with whom the victim did not have a romantic, sexual, or close friendship and whose relationship with the accused cannot be better described by values "30" to "34". Included in the "Casual Acquaintance" relationship category are roommates and fellow inmates in which there was no close personal friendship.

36 ... STRANGER

To be scored when the accused person with the closest relationship to the victim was a person who had no relationship of any kind, described by values "01" to "35", with the victim. Scoring "36" indicates that the police could establish no connection or relationship between the victim and the accused. Included in the "Stranger" relationship category are random killings, incidents that result from road rage, those that occur as a result of being an innocent bystander at a robbery scene, or the killing of someone who intervenes to stop a fight between persons with whom there is no known relationship.

37 ... OTHER (SPECIFY)

To be scored when the accused person with the closest relationship to the victim was a person who cannot be described by the values "01" to "36". It would be very unusual to score "37" as any accused-victim relationships should be covered by the preceding values. Should this value be scored, it is necessary to describe the nature of the relationship in the accompanying space provided.

99 ... UNKNOWN

To be scored when the police are unable to ascertain whether there was some kind of relationship between the accused person and the victim. It would be very unusual to score "99" as an investigation that results in an accused being identified should reveal the nature of the accused-victim relationship. The Narrative should include full details as to why this field is unknown. Should "99" be scored and the relationship later be established, this information should be sent to CCJS for revision.

DATA ELEMENTS

FOR THE

CHARGED-SUSPECT CHARGEABLE

(ACCUSED)

QUESTIONNAIRE

INCIDENT FILE NUMBER

THE UNIQUE INCIDENT FILE NUMBER USED BY THE REPORTING POLICE DEPARTMENT

The unique incident file number that is supplied by the investigating police force should be entered on the Accused Questionnaire (and should correspond to the file number on the Victim and Incident Questionnaires). If, during the course of an investigation the file number changes (e.g. prime investigative responsibility is transferred to another police force / detachment) the revised incident file number should be submitted to CCJS.

CHARGEABLE SUSPECT NUMBER

A SEQUENTIAL NUMBER THAT UNIQUELY IDENTIFIES THE ACCUSED PERSON WITHIN THE HOMICIDE INCIDENT

This field is scored with a sequential number that uniquely identifies the accused within the homicide incident. It enables CCJS to differentiate between accused in a multi-accused homicide incident. All cleared homicides will have an "Accused 1". Those homicides with multiple accused will also have an "Accused 2", and possibly more accused persons. Always start accused numbering with "1". Among multiple-accused homicides, number the accused persons in descending order of closeness of relationship to the victim. In other words, the accused person with the closest relationship to the victim should always be "Accused 1". The closest relationship should be determined in accordance to the hierarchy listed on the Victim Questionnaire (see "Closest Chargeable Suspect-Victim Relationship"). If accused persons are not ordered in this way, CCJS will change the ordering so that the closest accused is number 1.

A separate Accused Questionnaire should be completed for each accused person. The total number of accused persons must equal the total number of Accused Questionnaires filled out. Note that in homicides where the accused subsequently commits suicide, an Accused Questionnaire is still required. A Victim Questionnaire should not be submitted for the deceased accused person, since he/she died and his/her own hands.

NAME OF CHARGEABLE SUSPECT

SURNAME FOLLOWED BY GIVEN NAME OF THE ACCUSED AND ALIAS

This field is used to record the name of the accused person: surname, followed by given name(s). The value "9" is normally not accepted as the identity of the accused should always be known to the investigating officer.

Provide the legal name of the accused. Any aliases used by the accused should be recorded in the "Alias" field.

GENDER OF CHARGEABLE SUSPECT**GENDER OF THE ACCUSED**

This field is to be scored with the gender of the accused person.

The possible values for “Gender of Chargeable Suspect” are as follows:

1 ... Male

Includes all homicides where the accused person was biologically male.

2 ... Female

Includes all homicides where the accused person was biologically female

DATE OF BIRTH OF CHARGEABLE SUSPECT

THE ACCUSED PERSON'S EXACT DATE OF BIRTH (IF KNOWN) OR ESTIMATED AGE AT THE TIME OF THE HOMICIDE INCIDENT

This field is designed to capture the date of birth of the accused person at the time of the incident; or, if unknown, the approximate age of the accused. The actual date of birth is to be scored only if it is definitely known; otherwise, score the estimated age of the accused.

If the estimated age is unknown at the time of the initial submission, score "999". Should the estimated age be determined at a later date, this information should be submitted to CCJS for revision.

The possible values for "Date of Birth of Chargeable Suspect" are as follows:

A ... ACTUAL DATE OF BIRTH (YYYY-MM-DD)
Provide the verified date of birth of the accused.

B ... ESTIMATED AGE IN YEARS
Provide an estimate of the age of the accused, in years, at the time of the homicide incident; or, score:

999 ... Unknown

MARITAL STATUS OF CHARGEABLE SUSPECT**MARITAL STATUS OF THE ACCUSED ON THE DATE OF THE HOMICIDE INCIDENT**

This field records the legal marital status of the accused person on the date of the homicide incident. Legal marital status refers to the conjugal arrangements of a person under the law or as registered by the state.

The possible values for "Marital Status of Chargeable Suspect" are as follows:

1 ... SINGLE (Never Married)

Includes all homicides where the accused was single at the time of the homicide. "Single" means that the accused was never formally married and never lived in a common-law union. Also score "01" for all homicides where the accused was less than 15 years of age.

If "Occupancy of the Residence" on the Incident Questionnaire is scored as "01 – Joint Occupancy", then the Narrative should explain why the accused was scored as "single" (e.g. victim and accused were roommates).

2 ... MARRIED (Legal)

Includes all homicides where the accused was legally married (had a marriage licence) at the time of the incident and was not separated. In most cases, the couple will have been living together. Exceptions include couples who were temporarily living apart for work-related reasons or couples who were temporarily living apart because one was institutionalized. In those homicide incidents where the couple reunited after a period of separation due to marital troubles, the accused should be scored as "2". An accused person is only considered to be separated if he/she or the spouse has moved from the family residence and is living elsewhere.

3 ... COMMON-LAW / CO-HABITATION

Includes all homicides where the accused (age 15 years or older) was living common-law or cohabiting with a partner (including same-sex partners) at the time of the incident. There is no set time period with respect to the duration of the relationship nor do children have to be present. In most cases, the couple will have been living together. Exceptions include couples who were temporarily living apart for work-related reasons or couples who were temporarily living apart because one was institutionalized. In those homicide incidents where the couple reunited after a period of separation due to marital troubles, the victim should be scored as "3". A victim is only considered to be "separated" if he/she or the common-law spouse has moved from the family residence and is living elsewhere.

4 ... DIVORCED

Includes all homicides where the accused obtained or was bound by a legal divorce (decree nisi) which was final at the time of the homicide incident. For accused persons in the final stages of obtaining a legal divorce, "5 – Separated" should be scored.

5 ... SEPARATED (Legal or Informal)

Includes all homicides where the accused was separated formally or informally from his/her legal spouse or common-law partner (including same sex partners) at the time of the homicide. In most situations, the spouse would have moved from the family residence and would have been living elsewhere. In those homicide incidents where the couple reunited after a period of separation due to marital troubles, the accused should be scored as "2 - Married" or "3 - Common-law" (as applicable).

6 ... WIDOWED

Includes all homicides where the accused was widowed from a former legal or common-law spouse (including same-sex partners).

9 ... UNKNOWN

Includes all homicides where the marital status of the accused is unknown at the time of the incident. The Narrative should include full details as to why this field is unknown. Should the investigator later establish the accused person's marital status, this information should be submitted to CCJS for revision.

ABORIGINAL ORIGIN OF CHARGEABLE SUSPECT

DESIGNED TO IDENTIFY IF THE ACCUSED WAS A MEMBER OF A MAJOR ABORIGINAL GROUP

This field is used to identify if the accused was a member of at least one major Aboriginal group (i.e. North American Indian, Métis or Inuit/Eskimo). The rule of “predominance” is applicable: the accused person must be 50% or greater, by blood, to be included in any of the Aboriginal or First Nations groups; otherwise, score “01 – Non-Aboriginal Origin”.

The possible values for “Aboriginal Origin of Chargeable Suspect” are as follows:

00 ... NOT COLLECTED / RELEASED BY POLICE FORCE

Score “00” if information relating to Aboriginal origin is not collected or released by the investigating police force.

01 ... NON-ABORIGINAL ORIGIN

Includes accused persons of all non-Aboriginal racial and ethnic origins including those identified as less than 50% Aboriginal (North American Indian, Métis, Inuit/Eskimo) by blood.

02 ... NORTH AMERICAN INDIAN

Includes all accused persons who are 50% or more North American Indian, by blood.

03 ... MÉTIS

Includes all accused persons who are 50% or more Métis, by blood.

04 ... INUIT / ESKIMO

Includes all accused persons who are 50% or more Inuit or Eskimo, by blood.

05 ... NOT PROVIDED BY THE CHARGEABLE SUSPECT

Score “05” if information relating to Aboriginal origin is not provided by the accused person.

99 ... UNKNOWN

Includes all homicides where the accused person’s Aboriginal origin is unknown. The Narrative should include full details as to why this field is unknown. Should the investigator later establish the accused person’s Aboriginal origin, this information should be submitted to CCJS for revision.

EMPLOYMENT STATUS OF CHARGEABLE SUSPECT**EMPLOYMENT STATUS OF THE ACCUSED ON THE DATE OF THE HOMICIDE INCIDENT**

This field records the employment status of the accused person on the date of the homicide incident. Note that persons involved in criminal activities that produce a profit should be scored as "00 – Illegal activities" (e.g. drug traffickers, pimps, prostitutes, members of organized crime groups or street gangs).

A guiding principle to be considered when scoring the employment status of accused persons who have more than one applicable value is whether the employment was a factor in the homicide. For example, if a full-time student who is also a drug dealer commits a homicide in the course of a drug deal, the employment status of the accused should be "00 – Illegal activities" as opposed to "04 – Student". If this same person committed a homicide that was independent of any drug dealings, then score the employment status as "04 – Student".

In situations where more than one employment category applies, but neither are related to the homicide, score the highest ranking employment status. For example, if a prostitute who works part-time killed her boyfriend during an argument at home, score "00 – Illegal activities". Details should be explained in the Narrative.

The possible values for "Employment Status of Chargeable Suspect" are as follows:

- 00 ... ILLEGAL ACTIVITIES (e.g. prostitute, drug dealer, gang member)
Includes all persons who earned a profit from criminal activities. Examples include drug traffickers, drug dealers, prostitutes, pimps and members of organized crime groups or street gangs.
- 01 ... EMPLOYED (includes full-time, part-time, casual, self employed)
Includes all persons who had some form of legitimate earnings, or anticipated earnings, generated from the application of their time, skills, or efforts. Includes persons employed on a full-time, part-time or casual basis as well as those who are self-employed.
- 02 ... UNEMPLOYED
Includes all persons (who do not meet the criteria of "03" to "07") who were seeking employment, were laid off or were otherwise not employed but were capable of working. It includes people who were receiving EI payments as well as those who were ineligible for EI and those whose benefits had expired. It also includes those people who were normally involved in illegal activities but who were not active at the time of the homicide incident (e.g. an ex-gang member, a prostitute who attempted to leave the trade, a drug trafficker who attempted to "go clean").
When this value is selected, "Occupation of Chargeable Suspect" should be scored with the accused person's former occupation.
- 03 ... LESS THAN 15 YEARS OF AGE (Not in Labour Force)

Includes all persons who were 14 years of age or younger at the time of the homicide incident (even if the young person had a job). Due to age, persons under 14 years of age are not considered to be members of the labour force.

04 ... STUDENT (Not in Labour Force)

Includes all persons (15 years of age or older) whose primary responsibility was the pursuit of formal studies at a college, university or other recognized academic institution. Such persons may have had jobs; however, "04" should be scored unless the homicide occurred while the accused was working (in such a case, score "01 – Employed").

05 ... RETIRED (Not in Labour Force)

Includes all persons who were previously employed, but who had retired due to age, ill health, or other reasons. The key determinant is that the accused was once employed and retired from their last position, without any further intention of seeking another job. Persons injured on the job who retire to a medical pension are included. If persons injured on the job are placed on temporary or permanent medical disability, rather than a medical retirement pension, score "07 – Other".

06 ... HOMEMAKER (Not in Labour Force)

Includes all persons who worked in their home, caring for family members and/or for themselves. Such persons are not "employees" of the residence and are not in business, nor do they have any other jobs, full or part-time, in the labour force.

07 ... OTHER – Specify (e.g., Social Assistance, disability, etc.) (Not in Labour Force)

Includes all persons who do not fit the criteria of "01" to "06". Examples include persons receiving social assistance (i.e. welfare) or long-term medical disability benefits, "street people" who do not engage in any occupation to obtain money, panhandlers, inmates, residents of psychiatric care facilities, persons who never worked and lived off the avails of others and those without a work permit/visa. The reason the person is not in the labour force should be specified in the accompanying text box.

09 ... UNKNOWN

Includes all persons whose employment status is unknown. The Narrative should include full details as to why this field is unknown. Should the investigator later establish the accused person's employment status, this information should be submitted to CCJS for revision.

OCCUPATION OF CHARGEABLE SUSPECT**OCCUPATION OF THE ACCUSED AT THE TIME OF THE HOMICIDE INCIDENT**

This field identifies the occupation, or former occupation, of the accused whenever the "Employment Status" is coded as "employed" or "unemployed". Should the accused person's principal occupation differ from the occupation held immediately prior to becoming unemployed, score the principal occupation. For example, if a bricklayer was laid off and then filled in for a few weeks driving a truck before again being laid off, occupation should be coded as "bricklayer", unless truck driving was a factor in the homicide.

When an accused person has multiple occupations, the one most relevant and/or related to the homicide should be scored (e.g. a bartender who is also trafficking drugs and commits homicide while drug dealing should have "Occupation" scored as "drug trafficker").

Occupation includes both legal and illegal employment. Pimps, prostitutes, bikers, assassins and other illegal occupations should all be scored if that was the accused person's occupation or if it was their secondary occupation but related to the homicide (e.g. a part-time assassin killed in retaliation even though his/her primary occupation was as a bouncer).

Provide as much detail on the accused person's occupation as possible. For instance if the accused was a teacher, indicate the level of schooling (e.g. high-school teacher). If the accused was a business owner or self-employed indicate the type of business the person owned (e.g. restaurant owner).

This field should only be scored if "Employment Status of Chargeable Suspect" has been scored as "01 – Employed" or "02 – Unemployed".

The possible values for "Occupation of Chargeable Suspect" are as follows:

SPECIFY

Indicate the primary occupation of the accused or the one related to the homicide.

09 ... UNKNOWN

Includes all homicides where the occupation of the accused is unknown. The Narrative should include full details as to why this field is unknown. Should the investigator later establish the accused person's occupation, this information should be submitted to CCJS for revision.

COUNTRY OF RESIDENCE OF CHARGEABLE SUSPECT**THE ACCUSED PERSON'S COUNTRY OF PERMANENT RESIDENCE**

This field is used to capture the country of residence of the accused. The country of residence may be different from the country of citizenship. Temporary residents (e.g. tourists, visitors) in Canada are not to be scored as residing in Canada unless the accused no longer has a permanent residence in the country of origin before arriving in Canada. Score the value corresponding to the country of their permanent residence.

Refugees are considered to be residents of Canada, unless and until, they are deported. Accused persons in Canada on a work visa or Minister's permit (valid or expired) are considered to be Canadian residents, unless they were deported or left the country upon expiry of their documentation. For homicides committed by accused persons who are illegally in Canada, score the country of previous permanent residency with the exception of those who have exceeded their immigration permit.

The possible values for "Country of Residence of Chargeable Suspect" are as follows:

1 ... CANADA

To be scored for all legal residents and refugees of Canada as well as those who have overstayed an immigration permit. Tourists and visitors to Canada are to be scored according to their country of permanent residence.

2 ... UNITED STATES

To be scored for all legal residents and refugees of the United States as well as those who have overstayed an immigration permit issued by the United States.

3 ... OTHER COUNTRY

To be scored for all legal residents of countries other than the United States and Canada.

9 ... UNKNOWN

To be scored when the country of residence of the accused is unknown. The Narrative should include full details as to why this field is unknown. Should the investigator later establish the accused person's country of residence, this information should be submitted to CCJS for revision

CLEARANCE STATUS**THE MOST SERIOUS CLEARANCE STATUS ASSOCIATED WITH THE HOMICIDE INCIDENT**

This field records the clearance status of the accused person in relation to the homicide offence. Completion of this field is mandatory, since Accused Questionnaires are only to be submitted for those persons who have been cleared by charge (charges laid or recommended in writing) or cleared otherwise, including suicide.

The clearance status scored on the Accused Questionnaire will usually correspond to the clearance status scored on the Incident Questionnaire. The only exception occurs when there are multiple accused persons associated with the same incident whose clearance status differ. For example, if two accused persons are involved in the same incident in which one is cleared by charge and the other is cleared otherwise, the Incident Questionnaire should only be scored with a clearance status of cleared by charge (because only the most serious is scored). However, the actual clearance status of each accused person should be scored on the Accused Questionnaire.

The possible values for "Clearance Status of Chargeable Suspect" are as follows:

1 ... CHARGES LAID OR RECOMMENDED

To be scored when one or more charges of murder, manslaughter or infanticide have been laid or recommended in writing to the Crown. If the police recommend charges, the incident is cleared by charge regardless of whether the Crown or courts proceed with the charges or whether an information is actually ever laid. If the Crown decides to proceed with a charge that differs from the offence recommended by police, "01" should still be scored when the police have recommended homicide charges in writing to the Crown. If the investigator lacks the evidence to lay a charge, do not submit an Accused Questionnaire, since evidence to lay a charge is required to clear a homicide offence by charge or otherwise.

2 ... CLEARED BY SUICIDE OF CHARGEABLE SUSPECT

To be scored when the accused person commits suicide. There must have been sufficient evidence gathered to be able to charge the subject, had he/she not committed suicide. The suicide of a subject who is only a suspect, even if he/she is a strong suspect, is insufficient to clear the homicide incident by suicide. If the suicide occurs after the recommendation to lay a charge has been made to the Crown or after the laying of charges, score "01 – Charges Laid or Recommended", rather than "02", since "01" has precedence.

3 CLEARED OTHERWISE - [SPECIFY]

To be scored when the accused person is not cleared by laying or recommending a charge and not cleared by the suicide but there is: (1) enough evidence to lay a homicide charge; and, (2) the reason the charge is not laid or recommended is one of the following:

1. POLICE DISCRETION The police exercise discretion and decline to lay a charge.
2. CHILD The accused person is under the age of 12 at the time of the offence.
3. MENTAL ILLNESS The accused person is committed to a mental hospital for an extended period with little likelihood of release.
4. WITNESS INCAPACITY Charges are not laid because the complainant or a key witness is dead or is unable to testify.
5. DEATH The accused person dies before charges laid or recommended.
6. IMMUNITY The accused person has diplomatic immunity.
7. EXTRADITION The accused person cannot be extradited.
8. WITNESS REFUSAL The accused person is known and there is sufficient evidence to charge, but the key witness refuses to provide information or testify, thereby eliminating all hope of conviction.
9. DIVERSION The accused person is diverted to a community or alternative justice forum or process in lieu of laying charges.
10. YCJA REFERRAL The accused is a young person (under 18) pursuant to the Youth Criminal Justice Act and is referred to a screening agency that decides not to charge or the youth is returned to custody.

Note that there is no cleared otherwise reason called "Crown Declines to Prosecute". If the police investigator recommends charges, then the homicide incident should be scored as "01 – Charges Laid or Recommended" even if the Crown declines to prosecute.

MOST SERIOUS CHARGE LAID OR RECOMMENDED AGAINST THE CHARGEABLE SUSPECT**THE MOST SERIOUS CHARGE LAID OR RECOMMENDED AGAINST THE ACCUSED**

This field should be scored with the most serious violation that the police reasonably believe is applicable to the homicide incident **regardless** of what the Crown supports or will pursue, and **regardless** of whether the courts find one or more of the accused persons guilty of a lesser offence, or acquit one or more of the accused altogether. In other words, score the violation that police consider to be the true nature of the offence.

If, however, the police recommend a charge that after consultations with the Crown they later conclude was a lesser offence, then it is the lesser offence that should be scored. If a Homicide Survey has been previously submitted to CCJS, then this new information should be submitted to CCJS for submission.

If the accused person commits suicide or dies before a homicide charge is laid, but after a homicide charge has been recommended in writing to the Crown, then the incident is to be "cleared by charge", and this field must be scored with the most serious homicide charge recommended.

This field should **never** be left blank or coded as "Unknown".

The possible values for "Most Serious Charge Laid or Recommended Against the Chargeable Suspect" are as follows:

1 ... MURDER – 1st Degree

To be scored when the most serious charge laid or recommended in writing is murder in the first degree, as defined by Section 231(2)(3)(4)(5)(6)(6.01)(6.1) (6.2) and 235(1) CC.

2 ... MURDER – 2nd Degree

To be scored when the most serious charge laid or recommended in writing is murder in the second degree, as defined by Section 231(7) and 235(1) CC.

3 ... MANSLAUGHTER

To be scored when the most serious charge laid or recommended in writing is manslaughter, as defined by Section 232, 234 and 236 and 263(3)(a) CC.

4 ... INFANTICIDE

To be scored when the most serious charge laid or recommended in writing is infanticide, as defined by Section 233 and 237 CC. The offence of infanticide can only be committed by the biological mother of a child who is less than 1 year old.

FPS NUMBER OF CHARGEABLE SUSPECT**THE CANADIAN FINGER PRINT SECTION ID NUMBER (FPS) OF THE ACCUSED**

This field is completed with the FPS (Finger Print Section ID) number of the accused individual. Only Canadian FPS numbers are to be scored. If the accused does not have a previous criminal record (i.e. no FPS number) upon initial submission of the Accused Questionnaire, the FPS number should be provided to CCJS once it is issued for the current homicide offence. This will enable the Canadian Centre for Justice Statistics to link the accused to any future homicide offences.

The possible values for “FPS Number of Chargeable Suspect” are as follows:

- NUMBER (one alpha character, six numeric characters; e.g., 123456A)
- 8 ... NOT APPLICABLE
To be scored when the accused person does not have an FPS number for previous criminal offences (i.e. no Canadian criminal record) and an FPS number has not been issued for the current homicide offence (because the accused has not yet been charged or the incident has been cleared by suicide or otherwise). Should the FPS number later become known to police, this information should be submitted to CCJS for revision.
- 9 ... UNKNOWN
To be scored when it is unknown whether the accused person has a Canadian criminal record or was issued an FPS number. “09” should rarely be scored on an Accused Questionnaire. An accused person’s FPS status will always become known once the fingerprints are analyzed and this information should be submitted to CCJS.

CHARGEABLE SUSPECT'S PREVIOUS CONVICTION FOR CRIMINAL ACTIVITIES**THE MOST SERIOUS CRIMINAL OFFENCE FOR WHICH THE ACCUSED WAS PREVIOUSLY CONVICTED**

This field seeks to determine if the accused had a Canadian criminal record. If the accused had a history of more than one **conviction**, score only the most serious offence. In addition, indicate the source of the criminal record information (normally this will be CPIC).

This field should not be scored for offences for which there was no criminal record created (i.e. no FPS number issued) (e.g. parking, speeding or open liquor offences, summary conviction offences and Federal Statute offences). Score criminal convictions only -- do not score charges that were dropped or stayed. Also, do not score offences committed in another country, unless the accused was convicted of that extra-territorial offence in Canada.

The possible values for "Chargeable Suspect's Previous Conviction for Criminal Activities" are as follows:

88 ... NO PREVIOUS CONVICTION

The accused had no previous Canadian criminal record (no FPS number). The accused may have been convicted of lesser offences (such as open liquor, speeding or parking tickets, summary conviction offences) but if no criminal record exists, as defined by the *Criminal Records Act*, then "88" should be coded.

99 ... UNKNOWN

Includes all homicides where it is unknown whether the accused had a criminal record. It would be very unusual to appropriately score this value since investigation should determine whether the accused had a criminal record. The Narrative should include full details as to why this field is unknown. Should the investigator later establish whether the accused had a criminal record, this information should be submitted to CCJS.

01 ... HOMICIDE

The accused had a **prior conviction** for murder, manslaughter, or infanticide. "01" does not include convictions for attempted murder or criminal negligence causing death (score these convictions as "03 – Other Violent Offence").

02 ... ROBBERY

The accused had a prior conviction for a robbery offence.

03 ... OTHER VIOLENT OFFENCE

The accused had a prior conviction for a violent offence other than homicide or robbery. Examples include attempted murder, sexual assault, assault or criminal negligence causing death/bodily harm.

04 ... PROPERTY OFFENCE

The accused had a prior conviction for a property offence. Examples include break & enter, fraud or theft.

05 ... DRUG OFFENCE

The accused had a prior conviction for a drug offence. Examples include trafficking, import/export or production.

06 ... OTHER CRIMINAL CODE OR FEDERAL/PROVINCIAL STATUTE OFFENCE

The accused had a prior conviction for a *Criminal Code* or Federal / Provincial Statute offence, not listed in "01" to "05", that resulted in the creation of, or the addition to, a criminal record (FPS number). Prior convictions for offences (such as open liquor, speeding/parking tickets, summary conviction CC offences) that did not result in the creation of, or addition to, an existing criminal record should be scored as "88 – No Previous Conviction".

SUSPECTED MENTAL OR DEVELOPMENTAL DISORDER**THE INVESTIGATING OFFICER'S ASSESSMENT OF THE PRESENCE OF A MENTAL OR DEVELOPMENTAL DISORDER OF THE ACCUSED**

This field is to be scored with the investigating officer's assessment of the mental health of the accused person at the time of the homicide incident. Mental or developmental disorders such as schizophrenia, depression, Fetal Alcohol Syndrome, mental retardation, dementia, psychotic and neurotic illnesses or sociopathic tendencies may have contributed to some degree to the homicide offence.

This variable is based upon the investigating officer's assessment and need NOT be based upon the assessment or diagnosis of a medical professional. The assessment of the investigator is not subject to release under the *Access to Information Act*.

The possible values for "Suspected Mental or Developmental Disorder" are as follows:

0 ... SUSPECTED

To be scored when the investigator is unable to determine with certainty that the accused person suffered from a mental or developmental disorder (such as schizophrenia, depression, Fetal Alcohol Syndrome, mental retardation, dementia, psychotic and neurotic illnesses, or sociopathic tendencies) at the time of the homicide incident, but has reasonable suspicions.

1 ... YES

To be scored when the investigator believes that the accused person suffered from a mental or developmental disorder (such as schizophrenia, depression, Fetal Alcohol Syndrome, mental retardation, dementia, psychotic and neurotic illnesses, or sociopathic tendencies) at the time of the incident. It is not necessary for the disorder to have been diagnosed by a medical professional. Note that when the accused enters a plea of temporary insanity, "01" is not to be scored unless the investigator believes that a mental disorder contributed to the homicide.

The mental or developmental disorder of the accused should be specified in the accompanying text box.

2 ... NO

To be scored when the investigating officer does NOT suspect that the accused suffered from a mental or developmental disorder at the time of the homicide incident.

9 ... UNKNOWN

To be scored when the investigating officer is uncertain whether the accused suffered from a mental or developmental disorder at the time of the homicide incident. The Narrative should include full details as to why this field is unknown. Should the investigator later establish whether or not there was a mental or developmental disorder, this information should be submitted to CCJS.

CONSUMPTION OF ALCOHOL, DRUG, OR INTOXICATING SUBSTANCE BY CHARGEABLE SUSPECT

IDENTIFIES WHETHER THE ACCUSED HAD CONSUMED ANY ALCOHOL, DRUGS, OR OTHER INTOXICATING SUBSTANCE PRIOR TO THE HOMICIDE

The purpose of this field is to identify whether the accused had consumed, inhaled, injected or was administered any amount of alcohol, drugs, or other intoxicating substance prior to committing or participating in the homicide offence. The amount consumed is irrelevant as long as the intent was to become intoxicated.

Normal medications, taken within prescribed or normal dosages for therapeutic purposes should not be included. For example, an accused person who was legitimately prescribed an anti-depressant medication and took a normal therapeutic dose before committing or participating in the homicide should be scored as "08 – No Alcohol or Drug Consumed", since neither alcohol nor drug use/abuse was a factor in the homicide offence.

Only one value may be scored. If more than one value is applicable, then the highest ranking should be scored. For example, "01 – Both Alcohol and Drug Consumption" should be scored in preference to "04 – Consumption of Intoxicating Substance" in a situation where the accused drank beer and sniffed glue.

The possible values for "Consumption of Alcohol, Drug, or Intoxicating Substance by Chargeable Suspect" are as follows:

8 ... NO ALCOHOL OR DRUG CONSUMED

To be scored when the accused did not consume drugs or alcohol with the intent of becoming intoxicated to some degree. "08" should also be scored when the accused has consumed over-the-counter or prescription medication at therapeutic dosages for a medical condition.

1 ... BOTH ALCOHOL AND DRUG CONSUMPTION

To be scored when the accused consumed or was administered drugs **and** alcohol with the intent of becoming intoxicated. "Alcohol" includes methanol (wood alcohol) as well as ethanol. The drugs could have been legal or illegal drugs. If the consumption of legal drugs was within therapeutic dosages and the drugs were taken for a medical condition, then score "02 – Alcohol Consumption Only" when toxicological screens reveal the presence of both alcohol and legal drugs (pharmaceutical products).

2 ... ALCOHOL CONSUMPTION ONLY

To be scored when the accused consumed or was administered alcohol, with the intent of becoming intoxicated (ethanol or methanol [wood alcohol]).

3 ... DRUG CONSUMPTION ONLY

To be scored when the accused consumed or was administered drugs, legal or illegal, with the intent of becoming intoxicated. If the victim consumed drugs only in therapeutic dosages for a medical condition, then score as "08 – No Alcohol or Drug Consumed", if alcohol is not present. Do not include such substances as glue, solvents, gasoline, etc., as "drugs" (score "04 – Consumption of Intoxicating Substance").

4 ... CONSUMPTION OF AN INTOXICATING SUBSTANCE - INHALANT, ETC.

To be scored when the accused consumed or was administered an intoxicating substance other than alcohol or a conventional legal or illegal drug. "04" is primarily designed to capture such substances as glue, gas, aerosol (e.g. hair spray, Pam) and solvents.

5 ... CONSUMPTION OF AN INTOXICANT - TYPE UNKNOWN

To be scored when there is reason to believe that the accused had consumed an intoxicating substance of an unknown type. Given that a toxicological examination will normally be able to determine the type of intoxicant, the Narrative should include full details as to why "05" has been scored. Should the investigator later establish the type of intoxicant consumed by the accused, this information should be submitted to CCJS for revision.

9 ... UNKNOWN

To be scored in those instances where it is unknown whether the accused consumed intoxicating substances prior to committing or participating in the homicide. This value will normally be scored when results from a toxicological examination have not yet been received by the investigating officer. The Narrative should include full details as to why this field is unknown. Should the investigator later establish whether an intoxicant had been consumed by the victim (i.e. the investigator receives a toxicological report), this information should be submitted to CCJS for revision.

HISTORY OF FAMILY VIOLENCE INVOLVING THIS CHARGEABLE SUSPECT AND ANY HOMICIDE VICTIM(S) IN THIS INCIDENT

WAS THERE A HISTORY OR PATTERN OF FAMILY VIOLENCE INVOLVING THE ACCUSED AND ANY HOMICIDE VICTIM(S) ASSOCIATED WITH THE INCIDENT?

This field is designed to capture information relating to a history or pattern of family violence (e.g. spousal assaults, child or parent battering) among homicide incidents that involve family members (any person who is related to the accused by blood, marriage or adoption). The “history” or “pattern” of violence may only have been brief – even one previously known incidence of violence between the accused and the family member victim is sufficient to require that “1 – Yes” be scored.

The prior violence may have occurred in either direction – the accused or the victim may have been the perpetrator or the violence may have been committed by both parties against each other. It is necessary; however, that the relationship between the accused and the victim be family-related. “8 – Not a family homicide” should be scored if the victim was killed by a non-family member even if there had been a prior history of violence.

It is not necessary for the prior family violence to have been previously reported to police. It is possible that police learn of this information through the course of the homicide investigation.

Among incidents where there are multiple victims, it is only necessary for the accused to have been previously violent against one family member victim for “Yes” to be scored. For example, if a man murders his wife and child and had been previously violent towards his spouse but not his child, score “1 – Yes” for a history of family violence.

The possible values for “History of Family Violence Involving This Chargeable Suspect and any Homicide Victims in this Incident” are as follows:

8 ... NOT A FAMILY HOMICIDE

To be scored when there is no family relationship between the accused person and victim(s). Always score “8” when the field “Closest Chargeable Suspect-Victim Relationship” on the Victim Questionnaire is scored as “24 to 37”.

1 ... YES

To be scored when there is a family relationship between the accused and the homicide victim(s) and there is a history of violence between at least one of the family victims and the accused. It is not necessary for charges to have been laid in relation to the prior incident; it is sufficient that police have knowledge or have received reports of violence involving the accused and one or more of the family member victims. Even the knowledge of only one previous violent incident is sufficient to require that “1” be scored.

2 ... NO

To be scored when there is a family relationship between the accused and the homicide victim(s) but there is no evidence of any previous violence between the accused and any of the family member victims. To score “2”, the investigator will have concluded that this was a spontaneous, one-time event and there was no

violence leading up to the homicide between the family-related accused and victim(s). It is not essential that the investigator be able to prove that there was no previous violence, just that the investigation uncovers no evidence or reports of previous violence in the family relationship.

9 ... UNKNOWN

To be scored when there is a family relationship between the accused and the homicide victim(s) but it is unknown whether there is a previous history of violence between the accused and any of the family member victims. The Narrative should include full details as to why this field is unknown. Should the investigator later establish whether or not there was a history of family violence, this information should be submitted to CCJS.